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National Study of Chemical Residues in Lake Fish Tissue

Contract: 68-W-01-009, Task Order: 0007, Mod: 0002 Lead PR Number: PR-R4-02-10074

Summary Information

Title:

National Study of Chemical Residues in Lake Fish

Tissue

Period of Performance:

From: 02/05/01

To:

Award Date:

01/31/02 02/05/01

Total Funding:

\$26,476.00

Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org	Program Element		Cost Org	Obj Clss	Amount	/ C
CE1025	01	В	28E	20105B	00000000		2505	\$5,061.00	P

Funding Breakout

Acct.Info	Funding Category	Amount	Redacted
FY2000 - CE1040	[M] Estimated Cost [M] Fixed Fee		Exemption 4, CBI
	Total:	\$5,000.00	
FY2001 - CE1025	[M] Estimated Cost [M] Fixed Fee		
	Total:	\$21,476.00	

Subcontractor Consent

The following item(s) have been modified:

Name	Type	Amount
MANTECH ENVIR.	Cost-Plus-Fixed-Fee	\$23,290.00

Totals

The following item(s) have been modified:

Category	From Amount	To Amount	٠.,	Difference
Estimated Cost Fixed Fee	Exe	Redacted mption 4, CBI		

This is a cost reimbursable completion type order. The government and contractor have agreed upon an additional 91 direct labor hours for a total of 516 direct labor hours.

Incremental billing of fee shall be based upon completed TDFs.

AMENDMENT OF SOLIC	ITATION/MODIFICATION OF	CONTRACT	1. CONTRACT ID C	ODE	PAGE OF PAGES
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National Study of Chemical Residues in Lake Fish Tissue

Contract: 68-W-01-009, Task Order: 0007, Mod: 0001 Lead PR Number: PR-R4-01-10451

Summary Information

Title: National Study of Chemical Residues in Lake Fish

Tissue

Period of Performance: From: 02/05/01

To: 01/31/02

Award Date: 02/05/01 Total Funding: \$21,415.00

Accounting/Appropriation Data

The following item(s) have been added:

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				Program	Site/	Cost	Obj	•	/
DCN	BFYS	Appr.#	Org	Element	Project	Org	Clss Amount		С
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CE1025	01	В	28E	20105B	00000000		2505	(-\$5,000.00)	
CE1040	00	В	28E	20105B	00000000		2505	\$5,000.00	С

Funding Breakout

Acct.Info	Funding Category	Amount	Redacted
FY2000 - CE1040	Estimated Cost		Exemption 4, CBI
	Fixed Fee		-
	Total:	\$5,000.00	
FY2001 - CE1025	Estimated Cost Fixed Fee		
	Total:	\$16,415.00	٠.

[M] - Modified

[A] - Added

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January 26, 2001 (11:24AM)

Statement of Work Task Order No. 007

National Study of Chemical Residues in Lake Fish Tissue: 2001 Period of Performance 2/1/2001 - 1/31/2002

PURPOSE

The purpose of this Task Order (TO) is to provide biological field sampling support for National Study of Chemical Residues in Lake Fish Tissue: 2001 (NSCRLFT) to the EPA Region 4 Science Ecosystem Support Division (SESD). The contractor shall perform and provide field sampling biological support services to the EPA Region 4 or other government entities under the provisions of the contract Statement of Work (SOW) Task Area I, Analytical Support and Task Area III: Analytical Logistical Support.. See Table 1 Sampling Sites for an estimate of the field biological support.

STATEMENT OF WORK:

The contractor shall provide biological, field sampling and other analytical support to EPA at the Agency's regional laboratory facilities and at specified field locations field based analytical methods.

The contractor shall comply with all SESD SHEMP health and safety, lab safety, environmental, waste handling and other applicable SESD work rules while conducting on-site or off-site functions. The contractor shall also follow Good Automated Laboratory Practices for all analytical work required by this TO. Upon issuance of this TO, the Task Order Project Officer (TOPO) will provide the contractor with applicable requirements. The contractor shall become familiar with all applicable standard operating procedures (SOPs) referenced in and accompanying the TO.

The contractor shall notify the TOPO immediately if it encounters any equipment failure that cannot be readily remedied by the contractor or technical problems that may impact the quality or on-time delivery of deliverables, or if any required equipment or supplies are unavailable to accomplish required work under this TO.

Task 1: Task Order Management:

The contractor shall track the status of tasks, labor hours and costs for each task under this TO, including each site-specific project, in accordance with an SOP to be submitted by the contractor for EPA approval. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with weekly reports of the above-referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a Technical Direction Form (TDF).

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this TO through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer

file of each deliverable submitted under this TO.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate and complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall implement its quality assurance program in accordance with its EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2. The contractor shall prepare a Quality Assurance Project Plan (QAPP) according to the requirements outlined in EPA QA-R5 for activities under this TO involving environmental measurements within the time frames specified in the approved Work Plan for this TO. The contractor shall revise its QMP and QAPP in accordance with task requirements or as required by EPA through the issuance of a TDF.

The contractor shall implement a health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The contractor shall revise its Health and Safety plan as needed to assure that all requirements specified above are addressed or in the contract Attachment 2, Reports of Work.

Deliverables:

The contractor shall submit all reports defined in the contract Attachment 2, Reports of Work. Program management costs shall be broken out from other costs in the fininancil report.

The contractor shall submit to the Contracting Officer (CO), PO, and TOPO an SOP for tracking activities under this task with the TO Staffing Plan for EPA approval.

The contractor shall submit to the PO and TOPO reports of the status of tasks and costs under this TO.

The contractor shall submit to the PO and TOPO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved in the Work Plan for this TO. The contractor shall submit to the PO and TOPO any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified in the approved Work Plan for this TO.

Task 2: Biological Support:

The contractor shall perform the biological support on the basis of **B. Biological Support:** of the contract SOW in accordance with the U.S. EPA NSCRLFT SOPs: Fish Tissue Sample Collection Procedures, SOP for shipping container packing instructions, and Region IV Ecological Support Branch Standard Operating Procedure Manual, January 2000.

Table 1 is an estimate of the number of lake sites to be sampled and collection of samples requiring preparation and shipping for the NSCRLFT. The contractor shall conduct a Phase I property identification search at local court houses to prepare letters to landowners for permission to sample the lake. Phase II the contractor shall conduct a reconnaissance to prepare an access package, photos and a descriptions of property access for sampling. Phase III the contractor shall conduct on-site sampling activities at each lake and provide the appropriate number of fish species per the SOPs. For this TO the contractor shall provide the staffing plan and a cost estimate.

The TOPO shall assign the specific project support and other analytical support activities through the issuance of a TDF.

The Contractor shall perform the activities also in accordance with the U.S. EPA, Region IV Environmental Investigations Branch Standard Operating Procedures and Quality Assurance Manual, dated January 1997, (http://www.epa.gov/region4/sesd/eisopqam/eisopqam.html) the U.S. EPA, Region IV Analytical Support Branch Operations and Quality Control Manual, dated August 2000, (http://www.epa.gov/region4/sesd/asbsop/asbsop.html), or any and all revisions of the guidance, and other guidance documents stated in this TO. The guidelines above are available through the Internet at the following address: http://www.epa.gov/region4/sesd/sesdpub_guidance.html.

The contractor shall maintain logbooks and worksheets in accordance with good laboratory practices and complete all documents and recordings as required by the NSCRLFT SOPs. The contractor shall ship or archive sample in designated areas, upon completion of each batch of samples, and archive the data on electronic media, when required by storage capacity, in accordance with the appropriate SOPs.

The contractor shall package and ship all samples, including document management, and return of coolers as specified in the SOP for shipping container packing instructions.

Deliverables:

The contractor shall submit to the TOPO reports pertaining to the collection of samples, as referenced in SOPs of this TO, and reports of other biological support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each sampling event to the TOPO or as designated in the TDF.

The contractor shall develop and implement a site work plan detailing required field activities, including sample collection and testing, test organism identification and examination, sample preparation and packaging, chain-of custody requirements, and decontamination procedures per the TO or as issued in the TDF.

The contractor shall provide letters to landowners for permission to sample lakes.

The contractor shall provide access packages for each site.

The contractor shall provide shipping records, chain-of-custody information, sketches of sampling points in the lake, GIS coordinates and other documentation described in the SOPs and the TDF to the TOPO.

Task 4: Field/Warehouse Support:

The contractor shall provide support as listed in B. Biological Support, C. Field Analytical Support, Field Warehouse Operations Support, and pertinent Task Area III, Analytical Logistical Support in the contract SOW. The contractor shall perform the field activities in accordance with the U.S. EPA Region IV Environmental Investigations Standard Operating Procedure Manual, January 1997, or any and all revisions of the guidance:

- Provide decontamination/cleaning of field equipment, analytical instruments, as well as sample container preparation to meet with QA/QC checks and requirements.
- Provide field investigation vehicle loading/unloading support. Receives equipment loadout requests
 and insures that field sampling and testing equipment is cleaned and prepared for use to meet with
 QA/QC requirements. Includes maintenance of batteries and battery shed, assigned tasks
 including log in of maintenance and calibration records.
- Setup and perform QC checks to verify calibrations on field sampling and field analytical equipment to assure that equipment is operating according to vendor specifications, assist in configuring equipment to accomplish field analytical tasks.
- Precisely locate and document sampling sites and features at sites. GPS coordinates are collected and provided to the EPA TOPO or as directed in the NSCRLFT SOP.
- Develop field investigation Work Plan for all support activities and submit to EPA for review and approval as requested in the TDF.
- Generate and/or distribute chain-of-custody documentation, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite);
- Package and ship field samples, including document management, and return coolers.

Travel within EPA Region IV may be required. The contractor will coordinate with Project Leader for transportation to site via GOV or GFP. Site visits may include documentation of field collection efforts, sampling locations, and methodologies to determine if technical comments provided in site-specific work plans are followed and incorporated into subsequent deliverables. The contractor shall prepare detailed records of all such activities. In all instances, the contractor shall identify themselves as employees of ILS or as the subcontractor, Mantech.

Deliverables:

The contractor shall prepare and submit reports associated with the above list of tasks as per F. Deliverables in the contract SOW, and the NSCRLFT SOP or as issued through the TDF. Computer reports will be provided for ordering of consumables and items consumed for field projects.

Task 5: Routine Instrument Maintenance:

The contractor shall perform routine analytical laboratory instrument set up and maintenance activities required for the analysis of samples assigned under this TO. The TOPO shall assign routine set up and maintenance of instrumentation, not completed in connection with the contractor's analysis of samples,

through the issuance of a TDF, which will specify the nature of the tasks and schedule for completion.

Deliverables:

The contractor shall prepare and submit a report to the PO and TOPO outlining the activities completed and difficulties encountered for tasks assigned through each TDF within five (5) days of completion.

Task 6: Technology Transfer:

The contractor shall provide information to EPA personnel for the purpose of transferring knowledge of a specific analytical or QA technique or technology obtained in performing work under the ESAT contract, and attend conferences or meetings, in accordance with Task Area V of the contract Statement of Work (SOW). The TOPO will issue TDFs to the contractor specifying the information required and the schedules for completion.

Deliverables:

The contractor shall prepare and deliver to the PO and/or TOPO a summary of information provided as requested under each TDF within time specified.

Table 1
Sampling Sites

STATE	COUNTIES	LAKES
Florida	Walton, Hillsborough and Broward (Phase III only & in one of these lakes, duplicate samples will be collected, doubling the work for that particular lake)	3
Alabama	Talladega, Russell and Houston (Phase III only)	3
Mississippi	Tallahatchie, Rankin, Washington, Covington, Claiborne, Stone, Neshoba, Monroe, Madison, Yalobusha, Carroll and Hancock (Conduct Phase I & II)	16
Totals		22

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Prescribed by GSA FAR (48 CFR) 52.243

Contract: 68-W-01-009, Task Order: 0006, Mod: 0005

To:

Summary Information

Title:

RCRA

Period of Performance:

From: 02/07/01

02/14/03

Award Date:

02/07/01

Total Funding:

\$116,837.00

Redacted **Exemption 4, CBI**

Funding Breakout

Acct.Info	Funding Cate	egory	Amount
FY2000 - TK0008	Fixed Fee		
	Total:		\$31,189.00
FY2000 - TKE025	Fixed Fee	ost	-
	Total:		\$40,000.00
	Fixed Fee	ost	
	Total:		\$40,000.00
FY2002 - TJR002	Fixed Fee	ost	
	Total:		\$5,648.00

[M] - Modified
[A] - Added

Attachments

The following item(s) have been modified:

Document Hours and Fee Billing was modified.

AMENDMENT OF SOLICIT	ATION/MODIFICAT	TION OF CONTRA	ACT 1. CONTR	ACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. 0004	3. EFFECTIVE DA' See Block 16	TE	4. REQUISITION/PURG PR-R4-03-10066		5. PROJECT NO. (# applicable)
6. ISSUED BY	CODE		7. ADMINISTERED BY	(If other than item 6) CODE	
U.S. EPA Region IV Procurement Section 14th Floo 61 Forsyth St., SW Atlanta, GA 30303	r Atlanta Federal C	enter			
8. NAME AND ADDRESS OF CONTRACTOR (A	No., street, county, State and ZIP Co	ide)	(✓)	9A. AMENDMENT O	F SOLICITATION NO.
INTEGRATED LABORATORY SYSTEM P.O. BOX 13501				9B. DATED (SEE ITEM 11)	
Research Triangle Park (Indust	rial			10A. MODIFICATION OF	CONTRACT/ORDER
Area), NC 27709				NO.	
,				68-W-01-009 TO	
				10B. DATED (SEE ITEM 13)
CODE FACILITY CODE				<u> </u>	
[] The above numbered solicitation is amen			NDMENTS OF SOLIC		nt extended
A. THIS CHANGE ORDER IS ISSUTRACT ORDER NO. IN ITEM 10 A. THE ABOVE NUMBERED CONTAPPROPRIATION DATA A. THIS CHANGE ORDER IS ISSUTRACT ORDER NO. IN ITEM 10 FAR 43,202 B. THE ABOVE NUMBERED CONTAPPROPRIATION date, etc.) SET FORTH	propriation Data, in 13. THIS ITEM APPLIES IT MODIFIES THE C ED PURSUANT TO: (Specify) DA TRACT/ORDER IS MODIFIED TRACT/ORDER IS MODIFIED	S ONLY TO MODIFIC CONTRACT/ORDER I authority THE CHANGES	ATIONS OF CONTRA NO. AS DESCRIBED II SET FORTH IN ITEM 14 AI IINISTRATIVE CHANGES	N ITEM 14. RE MADE IN THE CON-	
c. THIS SUPPLEMENTAL AGREE	MENT IS ENTERED INTO PU	JRSUANT TO AUTHORIT	Y OF:		
D. OTHER (specify type of modification	and authority)	·			
E. IMPORTANT: Contractor [X] is not,	[] is required to sign th	is document and return	copies to the issu	uing office.	
14. DESCRIPTION OF AMENDMENT/MODIFICATE In accordance with the contract support and extends the period funding increased by \$5,648. Except as provided herein, all terms and conditions and effect.	or's proposal, this of performance to nis Task Order is n	modification ind 2/14/03. The LC low fully funded	creases the ceilin E hours increase at \$116,837.	g by \$5,648 for a ed by 133 for a ne	ew total of 2,571, and
and effect. 15A. NAME AND TITLE OF SIGNER (Type or prin	11)		16A. NAME AND TITI	LE OF CONTRACTING OF	FICER (Type or print)
			CHARLES K. H	AYFS	
15B. CONTRACTOR/OFFEROR		15C DATE SIGNED	16B. UNITED STATE	S OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign) NSN 7540-01-152-8070		30	(Signature of 0-105	Contracting Official	STANDARD FORM 30 (REV 10-83)
PREVIOUS EDITION UNUSABLE		•	-	•	Prescribed by GSA FAR (48 CFR) 52.243

Contract: 68-W-01-009, Task Order: 0006, Mod: 0004 Lead PR Number: PR-R4-03-10066

Summary Information

Title:

RCRA

Period of Performance:

From: 02/07/01

To:

02/14/03

Award Date:

02/07/01

Total Funding:

\$116,837.00

Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#	Org		Site/ Project	Cost Org	Obj Clss	Amount	P / C
Base	TJR002	02	В	04T00RR	90102E	00000000		2505	\$5,648.00	P

Funding Breakout

	Funding Category	Amount	Redacted
FY2000 - TK0008	Estimated Cost Fixed Fee	 	Exemption 4, CBI
	Total:	\$31,189.00	
FY2000 - TKE025	Estimated Cost Fixed Fee	 	
	Total:	\$40,000.00	
FY2001 - TKE021	Estimated Cost Fixed Fee		
	Total:	\$40,000.00	
FY2002 - TJR002	Estimated Cost Fixed Fee		
	Total:	 \$5,648.00	

[[]M] - Modified

TO Classification

The following changes have occurred:

The Anticipated Expiration Date has changed from 01/31/03 to 02/14/03.

[[]A] - Added

AMENDMENT OF SOL	ICITATION/MODIFICA	ATION OF CONTR	ACT	1. CONTRA	ACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE D See Blk 160	_	4. REQUISI	TION/PURC	IASE REQ. NO.	5. PROJECT NO. (# applicable)
ISSUED BY	CODE		7. ADMINIS	TERED BY (f other than item 6) COD	E
.S. EPA Region IV		_				
rocurement Section 14th I	Floor Atlanta Federal	Center				
1 Forsyth St., SW	•					•
tlanta, GA 30303			1			
NAME AND ADDRESS OF CONTRACT	TOR (No., street, county, State and ZIP	Code)		(√)	9A. AMENDMENT C	OF SOLICITATION NO.
TABLE AND ADDRESS OF CONTROL				` ` `		
TEGRATED LABORATOR	Υ					
STEM					9B. DATED (SEE ITEM 11)	
O. BOX 13501						•
Trionale Bark (Ind	luctrial				104 MODIFICATION O	E CONTRACT/ORDER
esearch Triangle Park (Ind	Justriai	•		•	10A. MODIFICATION O	F CONTRACT/ORDER
rea), NC 27709				,	68-W-01-009 TC	O# 6
		•			10B. DATED (SEE ITEM 1	3)
25 510H ITV 0025					02/07/01	
DE FACILITY CODE	11 THIS ITEM OF	NLY APPLIES TO AME	NDMENTS (OF SOLICE	TATIONS	
] The above numbered solicitation is	amended as set forth in Item 14	. The hour and date speci	ified for receipt	of Offers [] is extended, [] is n	not extended.
NT TO BE RECEIVED AT THE PLACE D REJECTION OF YOUR OFFER. If by vir er, provided each telegram or letter ma ACCOUNTING AND APPROPRIATION	tue of this amendment you desi likes reference to the solicitation	re to change an offer airea	ady submitted.	such change	e may be made by teleg	gram or secified.
A						
	13. THIS ITEM APPLIE	ES ONLY TO MODIFIC CONTRACT/ORDER!				
A. THIS CHANGE ORDER IS TRACT ORDER NO. IN IT	ISSUED PURSUANT TO: (Specif					
B. THE ABOVE NUMBERED appropriation date, etc.) SET F	CONTRACT/ORDER IS MODIFIE ORTH IN ITEM 14, PURSUANT 1	ED TO REFLECT THE ADM TO THE AUTHORITY OF FA	IINISTRATIVE (AR 43.103(b).	CHANGES (#	uch as changes in paying offic	ice,
	GREEMENT IS ENTERED INTO P	PURSUANT TO AUTHORIT	Y OF:		-	
D. OTHER (Specify type of modifi	ication and authority)					
IMPORTANT: Contractor [X] is r	not, [] is required to sign t	this document and return	coples	to the issui	ng office.	
DESCRIPTION OF AMENDMENT/MODIF	FICATION (Organized by UCF section	headings, including solicitation	contract subject m	atter where fea:	sible.)	
the result of delays beyon				dor		
quired for the completion (cordingly, the period of pe	of previously assigne	ea work under this	/02 All of	her.	•	
ms conditions, and costs	eriormanice is nereby previously pagatiste	d remain unchan	ned .	arei		
ins conditions, and costs	previously negotiate	a remain anonan	gou.			
						·
						•
ept as provided herein, all terms and co	onditions of the document refer	enced in Item 9A or 10A, a	as heretofore c	hanged, ren	nains unchanged and in	n full force
effect. NAME AND TITLE OF SIGNER (Type	or print)		16A. NAMI	E AND TITL	OF CONTRACTING O	FFICER (Type or print)
NAME AND THE OF SIGNER (Type	or beauti		1			
			CHARLE			
CONTRACTOR/OFFEROR		15C DATE SIGNED	16B. UNIT	ED STATES	OF AMERICA	16C. DATE SIG
				arles.	K. Hayes	_ YAM
(Signature of person authorized to sign)	J		Signature of C	ontracting Official	STANDARD FORM 30 (REV 10
7540-01-152-8070 VIOUS EDITION UNUSABLE		30)-105 ·			Prescribed by GSA FAR (48 CFR) 52.243

Contract: 68-W-01-009, Task Order: 0006, Mod: 0003

Summary Information

Title:

RCRA

Period of Performance:

From: 02/07/01

To:

01/31/03

Award Date:

02/07/01

Total Funding:

\$111,189.00

Summary Changes

The anticipated expiration date has changed from 05/31/02 to 01/31/03.

Funding Breakout

Acct.Info	Funding Category	Amount	Redacted
FY2000 - TK0008	Estimated Cost Fixed Fee		Exemption 4, CBI
	Total:	\$31,189.00	
FY2000 - TKE025	Estimated Cost Fixed Fee		
	Total:	\$40,000.00	•
FY2001 - TKE021	Estimated Cost Fixed Fee		
	Total:	\$40,000.00	

[M] - Modified

[A] - Added

09/21/01 Int 12:19 FAX 706 355	oouy US	EPA SESD			Ø 002
AMENDMENT OF SOLICITATION			200	H-10-1-ID-COV	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. 0002	3. EFFECTIVE DATE 09/27/01	4. REQJISITION/PURC			NO. (21 applicable)
6. ISSUED BY CODE		7. ADMINISTERED BY	Al other	CODE	
U.S. EPA Region IV Procurement Section 14th Floor	AEC	944 - 14 1 - 14 - 14 - 14 - 14 - 14 - 14			· -,
61 Forsyth Street, SW	Arc	#10a. x + 8 h			•
Atlanta, GA 30303		400			
B. NAME AND ADDRESS OF CONTRACTOR (No.	, street, county, State and	ZIP Code)	S	A. AMENDMENT OF SO	LICITATION NO.
Integrated Laboratory Systems					
P. 0. Box 13501			9	A DATED SER ITEM I	1)
Research Triangle Park, NC 2770)9	10 0 10 1 10 10 10 10 10 10 10 10 10 10	1 1 _	AND SHIPPING	
			-, 3	ACTION DESCRIPTION OF	CONTRACT/ORDER
			1000	68-W-01-009 TO	
CODE	FACILITY CODE	1990 1994 1900 1	1. 1	02/07/01	
11. THIS ITE	MONLY APPLIES TO	AMENDMENTS OF SC			
The above numbered solicitation is amended as	set forth in Item 14. The h	our and date specified for	receipt	of Office is extend	ed. is not ex-
tended.					
Offers must acknowledge receipt of this amendment (a) By completing Items 8 and 15, and returning	prior to the hour and date	specified in the solicitation	n of sta	mended, by one of the to	llowing methods:
submitted: or (c) By separate letter or telegram whi MENT TO BE RECEIVED AT THE PLACE DESIGN IN REJECTION OF YOUR OFFER. If by virtue of letter, provided each telegram or letter makes referen	NATED FOR THE RECEIF f this amendment you desince to the solicitation and t	PT OF OFFERS PRIOR TO re to chance an offer alread	D THE	HOUR AND DATE SPEC	IFIED MAY RESULT
12. ACCOUNTING AND APPROPRIATION DATA	(IT required)				
13. THIS ITEM AP	PLIES ONLY TO MOD	IFICATIONS OF CON	TRAC	TS/ORDERS.	
IT MODIFIES T	THE CONTRACT/ORD	ER NO. AS DESCRIBE	ED IN	ITEM 14.	
A. THIS CHANGE ORDER IS ISSUED PURSU TRACT ORDER NO. IN ITEM 10A. FAR 43.202	MINITO: (Specify author	MICH THE CHANGES SET	PORT	HIN ITEM 14 ARE MAD	E IN THE CON-
	DER IS MODIEIED TO E	FEI FOT THE ADMINIST		48.544441055	
B. THE ABOVE NUMBERED CONTRACT/OR sppropriation date, etc.) SET FORTH IN ITI				3(b).	enges in paying office,
C. THIS SUPPLEMENTAL AGREEMENT IS E	NTERED INTO PURSUA	NT TO AUTHORITY OF		in Administration (September 1997)	
D. OTHER (Specify type of modification and a	uthority		• • • • • • •		
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[e]	7				
E. IMPORTANT: Contractor X is not,	is required to sign th	is document and return	1	copies to the issu	ling office.
14. DESCRIPTION OF AMENDMENT/MODIFICAT	ION (Organized by UC) e	ection headings, including a	olicite	iantees truct subject mett	er where feasible.)
Contractor's negotiated proposa	1 of 9/12/01 is	accepted. Incr	emen	tal funding in	the
amount of \$14,614.00 is added to	o cover this add	litional_work.	Add1	tional funding	in
the amount of $$16,575.00$ is also	o added to fully	y fund this task	ord	er. Total fund	ing
increase is \$31,189.00. Period	of Performance	is extended to	05/3	1/02.	
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	•			 A. A. Lindson, M. C. Li	
Except as provided herein, all terms and conditions of and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print))			INTRACTING OFFICER	(Type or print)
158. CONTRACTOR/OFFEROR	LIEC DAY FOR	Sam R. Jam			
	. STATE STUNED	16B. JNITED STATES C	/ \ <u> </u>		16C DATE SIGNED
(Signature of person authorized to sign)		BY (Signature a		musical Officer)	19-27-01
NSN 7540-01-152-8070 PREVIOUS FOITION UNUSARI F	30-	105	ノ	STANDARD F	ORM 30 (REV. 10-83)

Contract: 68-W-01-009, Task Order: 0006, Mod: 0002

Summary Information

Title:

RCRA

Period of Performance:

From: 02/07/01

To:

05/31/02

Award Date:

09/27/01

Total Funding:

\$111,189.00



The Task Order Ceiling has changed from \$96,575.00 to \$111,189.00

Accounting/Appropriation Data

The following item(s) have been added: P Obj. Site/ Cost Program Class Amount Org Element Project | BYFS Appr.# Org. **DCN** 2505 \$31,189.00 04T00RR 50204D 0000000 TK0008 **Funding Breakout** Redacted Funding Category Amount Acct. Info. **Exemption 4, CBI**

FY2000 - TKE025 Estimated Cost
Fixed Fee

Total \$40,000.00

FY2001 - TKE021 Estimated Cost
Fixed Fee

Total \$40,000.00

FY2001 - TK0008 Estimated Cost
Fixed Fee

Total

\$31,189.00

'The following items have been modified:

Category

From Amount

To Amount

Difference

Estimated Cost

Redacted

Fixed Fee

Exemption 4, CBI

Hours Increased my Mod 2

Modification 2 to Task Order #6 adds 508 LOE hours, for a total of 2.438 LOE hours

Attachment

Revised Statement of Work requesting the contractor provide additional analytical services.

September 6 2001 (2:44PM)

Statement of Work

RCRA Analytical Support
Task Order No. 006 Mod #2

Analytical Support

Period of Performance 2/01/2001-5/31/200

PURPOSE

The purpose of this modification is to request additional services for the RCLAS and Care (TO) 6. The requested analytical, field, biological, and QA/QC support to the Science Recognition (SESD) is cover in the original SOW for Task Order 6. The contractor shall perform and service field/laboratory support services to the EPA Region 4 or other government entities and substitutions of the contract Statement of Work (SOW) Task Area I, Analytical Support Task Area II. Data
Review Support, Task Area III: Analytical Logistical Support and Task Area III: Analytical Support.

STATEMENT OF WORK:

The contractor shall provide the following additional services:

Mercury analysis	60
TCLP	30
Metal digestions	30
% Moisture determinations	40
Loadout/Loadin/Decon Equipment	10
CAFO Site geoprobe & sampling	2
geoprobe & sampling	

The period of performance shall be extended from 2/1/2001 1/31/2002 to 5/31/2002. The contractor shall provide support to EPA at the Agency's regional laboratory facilities and at the specified field locations using field based analytical methods as specified in the original TO 66 SOW dated January 26, 2001, and signed by the Contracting Officer, February 5, 2001. Alleast wall be performed according to the previous SOPs.

AMEND	MENT OF SOLICITA	TION/MODIFICA	TION OF CONTR	ACT	1. CONTR.	ACT ID CODE	PAGE OF PAGES
2. AMENDMENT/I	MODIFICATION NO.	3. EFFECTIVE DA	ATE	4. REQUIS		HASE REQ. NO.	5. PROJECT NO. (If applicable)
6. ISSUED BY	C	ODE				(If other than item 6) CODE	
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61 Forsyth S				•			•
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						10B. DATED (SEE ITEM 13)	
			•			02/07/01	
CODE FACILITY C	ODE						
		11. THIS ITEM ON	LY APPLIES TO AME	NDMENTS (OF SOLICE	TATIONS	
[] The above nu	ımbered solicitation is amended	as set forth in Item 14.	The hour and date specific	ed for receipt	of Offers []	is extended, [] is not e	extended.
Offers must acknow	wledge receipt of this amendmen	nt prior to the hour and o	late specified in the solicit	tation or as an	nended, by d	ne of the following metho	ds:
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	herein, all terms and conditions	of the document refere	nced in Item 9A or 10A, as	heretofore ch	nanged, rem	ains unchanged and in ful	· I force
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(Signetur	e of person authorized to sign)				Signature of	ontracting Officer)	13/16/01

STANDARD FORM 30 (REV 10-83) Prescribed by GSA FAR (48 CFR) 52.243

Contract: 68-W-01-009, Task Order: 0006, Mod: 0001 Lead PR Number: PR-R4-01-10390

Summary Information

Title:

RCRA

Period of Performance:

From: 02/07/01

01/31/02

Award Date:

02/07/01

Total Funding:

\$80,000.00

Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#		Program Element		Cost Org	Obj Clss	Amount		/ C
TKE025	00	В	04T00RR	90101E	00000000		2505		\$40,000.00	С

Funding Breakout

Acct.Info	Funding Category	Amount	Kedacted
FY2000 - TKE025	Estimated Cost Fixed Fee		Exemption 4, CBI
	Total:	\$40,000.00	
FY2001 - TKE021	Estimated Cost Fixed Fee		
	Total:	\$40,000.00	

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January 26, 2001 (10:49AM)

Statement of Work Task Order No. 006 RCRA Analytical Support Period of Performance 2/1/2001 - 1/31/2002

PURPOSE

The purpose of this Task Order (TO) is to provide RCRA analytical, data review/data entry and QA/QC support to the EPA Region 4 Science Ecosystem Support Division (SESD). The contractor shall perform and provide field/laboratory support services to the EPA Region 4 or other government entities under the provisions of the contract Statement of Work (SOW) Task Area I, Analytical Support, Task Area II, Data Review Support, Task Area III: Analytical Logistical Support and Task Area IV, QA/QC Support. See Attachments 1, 2 and 3 for Region 4's expected number of requests for each Task listed below.

STATEMENT OF WORK:

The contractor shall provide analytical chemistry, biological, field sampling and analytical support to EPA at the Agency's regional laboratory facilities and at specified field locations using mobile laboratory(ies) and/or field based analytical methods.

The contractor shall comply with all SESD SHEMP health and safety, environmental, waste handling and other applicable SESD work rules while conducting on-site or off-site functions. The contractor shall also follow Good Automated Laboratory Practices for all analytical work required by this TO. Upon issuance of this TO, the Task Order Project Officer (TOPO) will provide the contractor with applicable requirements. The contractor shall become familiar with all applicable standard operating procedures (SOPs) referenced in and accompanying the TO.

The contractor shall notify the TOPO immediately if it encounters any equipment failure that cannot be readily remedied by the contractor or technical problems that may impact the quality or on-time delivery of deliverables, or if any required equipment or supplies are unavailable to accomplish required work under this TO.

Task 1: Task Order Management:

The contractor shall track the status of tasks, labor hours and costs for each task under this TO in accordance with the contract Attachment 2, Reports of Work Page 2-1 of 5 and a SOP to be submitted by the contractor for EPA approval. Program management costs shall be broken out from other costs in the financial report. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with weekly reports of the above-referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a Technical Direction Form (TDF).

The contractor shall track the status of tasks, labor hours and costs for each task under this TO, including each site-specific project, in accordance with an SOP to be submitted by the contractor for EPA approval. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with weekly reports or as agreed upon of the above-referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a Technical Direction Form (TDF).

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this TO through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate and complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall implement its quality assurance program in accordance with its EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2. The contractor shall prepare a Quality Assurance Project Plan (QAPP) according to the requirements outlined in EPA QA-R5 for activities under this TO involving environmental measurements within the time frames specified in the approved Work Plan for this TO. The contractor shall revise its QMP and QAPP in accordance with task requirements or as required by EPA through the issuance of a TDF.

The contractor shall implement a health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The contractor shall revise its Health and Safety Plan as needed to assure that all requirements specified above are addressed.

<u>Deliverables:</u> The contractor shall submit to the Contracting Officer (CO), PO, and TOPO an SOP for tracking activities under this task with the TO Work Plan for EPA approval.

The contractor shall submit to the PO and TOPO weekly reports of the status of tasks and costs under this TO.

The contractor shall submit to the PO and TOPO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved in the Work Plan for this TO. The contractor shall submit to the PO and TOPO any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified in the approved Work Plan for this TO.

Task 2: Environmental Sample Analysis:

The contractor shall prepare and/or analyze environmental samples consisting of a variety of media for chemical contaminants including, but not limited to, pesticides/PCBs, volatiles and semivolatile organic compounds; cyanide, metals, nutrients and other inorganic analytes.

Attachment One is an estimate of the number of samples and analytes that will require preparation and/or analysis for the RCRA Programs. For this TO the contractor shall provide the work plan, costs, etc. for the RCRA estimates only.

The TOPO shall assign the analysis of each batch of samples covering a specific project and other analytical support activities through the issuance of a TDF. The TDF will specify the number and identity of samples requiring analysis, the analytical methodologies to be used and a schedule for analysis and submission of deliverables.

The Contractor shall perform the following activities in accordance with the U.S. EPA, Region IV Environmental Investigations Branch Standard Operating Procedures and Quality Assurance Manual, dated January 1997, (http://www.epa.gov/region4/sesd/eisopqam.html) the U.S. EPA, Region IV Analytical Support Branch Operations and Quality Control Manual, dated August 2000, (http://www.epa.gov/region4/sesd/asbsop/asbsop/asbsop.html), or any and all revisions of the guidance, and other guidance documents stated in this TO. The guidelines above are available through the Internet at the following address: http://www.epa.gov/region4/sesd/sesdpub_guidance.html.

The contractor shall perform all extractions, analyses and data reductions of assigned samples in conformance with specified SOPs and TDF requirements. During all analytical steps, the contractor shall comply with all quality assurance requirements, including the maintenance of quality control measurements, as specified in the applicable SOPs. The contractor shall also prepare all analytical standards required for the sample analysis.

The contractor shall maintain logbooks and worksheets in accordance with good laboratory practices and complete all documents and recordings as required by the analytical SOP. The contractor shall archive sample extracts in the designated areas, upon completion of the analysis of each batch of samples, and archive the data on electronic media, when required by storage capacity, in accordance with the appropriate SOPs.

The contractor shall track the progress of completion of each analytical project by updating the QA/QC status of the samples in the Region 4 Laboratory Information Management System (R4LIMS) to track sample preparation (number of samples), analysis and data reduction and submission of deliverables.

The contractor shall perform other analytical support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of laboratory equipment. These activities include the analysis of performance evaluation and other QA-related samples; the evaluation of instrumentation, software, and methodologies; the review, preparation or revision of analytical SOPs; and other analytical-related support tasks.

<u>Deliverables:</u> The contractor shall submit to the TOPO reports pertaining to the analysis of samples, as

referenced in SOPs of this TO, and reports of other analytical support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each report to the TOPO or as designated in the TDF.

Task 3: Biological Support:

The contractor shall perform the following biological activities listed in **B. Biological Support:** of the contract SOW in accordance with the U.S. EPA Region IV Ecological Support Branch Standard Operating Procedure Manual, January 2000, and Region IV Standard Operating Procedures for Toxicity Testing Hazardous Waste Assessments, May 1992.

The contractor shall provide acute and chronic toxicity tests with Ceriodaphnia, fathead minnows, lettuce, earth worms, amphipods, algal, Microtox, and/or other organisms on samples collected at RCRA or other sites. Perform activities necessary for the culturing and maintenance of biological test organisms to assure an adequate, viable supply of the organisms for biological/microbiological testing at the EPA regional laboratories. The contractor shall obtain new test organisms in order to maintain existing laboratory cultures. Perform culturing activities in accordance with established, approved or regulated methodologies and laboratory SOPs specified in the TO or through TDFs. Collect bioassay samples and/or organisms at specified sites. Perform on-site toxicity testing, algal growth potential and other bioassessment procedures, or endangered species assessments.

The contractor will be tasked to develop documents that include screening assessments, problem formulation sampling and analysis plans and quality assurance project plans and risk characterizations for ecological risk assessment.

The contractor will be required to collect biological samples such as mussels, crabs, fish, reptiles and amphibians at RCRA sites. This would also include sample processing such as tissue homogenization and sample shipping.

The contractor will provide analysis of soils/sediments for particle size analysis, total organic and inorganic matter, total organic carbon and other physical/chemical parameters.

The contractor shall perform other analytical/biological support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of laboratory equipment.

The contractor shall develop and implement a site work plan detailing required field activities, including sample collection and testing, test organism identification and examination, sample preparation and packaging, chain-of custody requirements, and decontamination procedures per the TO or as issued in the TDF.

The contractor shall perform QA/QC analysis with all the above mentions analytical and field tasks.

Deliverables:

The contractor shall submit to the TOPO reports pertaining to the analysis of samples, as referenced in

SOPs of this TO, and reports of other biological support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each report to the TOPO or as designated in the TDF. The contractor shall submit any revised SOPs with the test report.

The contractor shall perform the culturing and maintenance of biological test organisms including QC to assure an adequate, viable supply of the organisms for biological testing at the EPA regional laboratory.

The contractor shall obtain new test organisms in order to maintain existing laboratory cultures.

The contractor shall provide forms and laboratory log books for all recordings including QA/QC documentation required by the SOPs and TDFs, and daily calibration of laboratory instruments.

The contractor shall provide monthly reports and related QC for Standard Reference Toxicity Tests (chronic and acute). Raw and QC data shall be included in the reports as specified in the SOPs, TOs or TDFs.

Task 4: Field/Warehouse Support:

The contractor shall provide support as listed in C. Field Analytical Support, Field Warehouse Operations Support, and pertinent Task Area III, Analytical Logistical Support in the contract SOW. The contractor shall perform the following field activities in accordance with the U.S. EPA Region IV Environmental Investigations Standard Operating Procedure Manual, January 1997, or any and all revisions of the guidance:

- Provide decontamination/cleaning of field equipment, analytical instruments, as well as sample container preparation to meet with QA/QC checks and requirements.
- Provide field investigation vehicle loading/unloading support. Receives equipment loadout requests and insures that field sampling and testing equipment is cleaned and prepared for use to meet with QA/QC requirements. Includes maintenance of batteries and battery shed.
- Maintain Field Equipment Center (FEC) in a neat and organized manner and track the inventory of supplies in a computer database for tracking consumables for field projects.
- Provide routine field and laboratory instrument/operator maintenance incidental to other assigned tasks including log in of maintenance and calibration records.
- Setup and perform QC checks to verify calibrations on new field sampling and field analytical equipment to assure that equipment is operating according to vendor specifications, assist in configuring equipment to accomplish field analytical tasks.
- Provide field and analytical support. Conduct pH, DO, turbidity, temperature, conductivity, water level measurements and similar testing and air monitoring. Collect and preserve water, soil/sediment, waste, and leachate samples for subsequent chemical analysis. The contractor shall perform other field analytical support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of field equipment
- Precisely locate and document sampling sites and features at hazardous waste and other sites. GPS
 coordinates are collected and provided to EPA's GIS Section for inclusion in the GIS program.
- Provide field sampling support by operating EPA drill rig equipment and other specialized

- equipment as specified in the contract SOW.
- Provide Field Analytical Screening Project (FASP) analysis support. Support will include conducting a variety of organic and inorganic chemical analyses using equipment listed in the SOW Attachments 3, 4, 5. Analytical support may be provided at both fixed and field laboratory sites.
- Provide for operation, management, and maintenance of mobile laboratories listed in the GFP.
- Develop field investigation Work Plan for all support activities and submit to EPA for review and approval as requested in the TDF.
- Process and enter analytical data and its associated location information into a GIS or EMAP environmental system, necessary to display analytical data source maps and tables. Generate source maps using ARCINFO, AUTOCAD, or other commercially available software.
- Generate and/or distribute chain-of-custody documentation, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite);
- Package and ship field samples, including document management, and return coolers.

Frequent travel within Region IV is required. The contractor will coordinate with Project Leaders for transportation to site via GOV or GFP. Site visits may include documentation of field collection efforts, sampling locations, and methodologies to determine if technical comments provided in site-specific work plans are followed and incorporated into subsequent deliverables. The contractor shall prepare detailed records of all such activities. In all instances, the contractor shall identify themselves as employees of ILS/Mantech.

<u>Deliverables</u>: The contractor shall prepare and submit reports associated with the above list of tasks as per **F. Deliverables** in the contract SOW, appropriate regional TO/SOPs or as issued through the TDF. Computer reports will be provided for ordering of consumables and items consumed for field projects.

Task 5: Routine Instrument Maintenance:

The contractor shall perform routine analytical laboratory instrument set up and maintenance activities required for the analysis of samples assigned under this TO. The TOPO shall assign routine set up and maintenance of instrumentation, not completed in connection with the contractor's analysis of samples, through the issuance of a TDF, which will specify the nature of the tasks and schedule for completion.

Deliverables: The contractor shall prepare and submit a report to the PO and TOPO outlining the activities completed and difficulties encountered for tasks assigned through each TDF within five (5) days of completion.

Task 6: Technology Transfer:

The contractor shall provide information to EPA personnel for the purpose of transferring knowledge of a specific analytical or QA technique or technology obtained in performing work under the ESAT contract, and attend conferences or meetings, in accordance with Task Area V of the contract Statement of Work (SOW). The TOPO will issue TDFs to the contractor specifying the information required and the schedules for completion.

<u>Deliverables:</u> The contractor shall prepare and deliver to the PO and TOPO a summary of information provided under each TDF within five (5) days of completion.

Task 7: Training:

The contractor shall attend vendor-specific training in new technologies or specialty equipment/instruments and other EPA-specific training relating to the analysis of environmental samples, in accordance with Task Area V of the contract SOW. This may include training related to analytical instrumentation, field sampling technology, quality assurance, software or other related material. All training shall be performed only upon prior issuance of a TDF, specifying the nature of and schedule for training.

Task 8: Sample Custodian and File Manager:

The contractor shall perform sample custodial duties at SESD for RCRA environmental samples in accordance with the SOPs specified above. The contractor shall receive FASP environmental samples arriving at the laboratory, and upon receipt, log the samples into the R4LIMS and refrigerator/ freezer log and store the samples in the appropriate refrigerators, freezers, or shelves for air canisters. The contractor shall generate and/or distribute chain-of-custody, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite). Tracking, packaging, and shipping samples; and the return of coolers to the FEC will be requested.

The contractor shall perform support activities relating to the disposal of environmental samples in accordance with the Sample Disposition and Disposal SOP in the SHEMP Manual. These activities include the storage of analyzed samples in the appropriate refrigerators, tracking of samples due for disposal, obtaining reports for samples to be disposed of, filing of the sample disposal sheets after sign-off by the site project officer, and notification of designated EPA personnel that samples are ready for disposal.

<u>Deliverables:</u> The contractor shall submit to the PO and/or TOPO completed forms and document inventories, in accordance with SOP requirements.

Task 9: Data Validation:

The contractor shall conduct technical review and validation of analytical data generated through the Contract Laboratory Program (CLP), regional laboratory contracts, EPA regional laboratory, potentially responsible parties (PRPs), EPA field contractors, and other sources.

The contractor shall examine the data package to determine if the required data and documentation are present. If information is missing, the contractor shall immediately notify the TOPO, through an interim deliverable listing the information required to complete the data validation. This includes tracking the status of data packages to include due dates, lateness, data validation reports, missing data for samples, PE samples or field QC samples.

The contractor shall perform electronic validation of deliverables (e.g., diskettes, CD ROM) or data packages using (including data packages generated electronically) electronic validation assessment software provided by the EPA, in accordance with the regional SOPs, TO and/or software documentation.

Upon completion of validation, the contractor shall submit the required data validation report(s) to the TOPO within the time frames specified in the TO or TDF. When revisions or corrections are required, data validation documents, marked up Form I's, and/or data packages will be returned to the contractor with written directions indicating the necessary revisions/corrections in accordance with a TDF. The contractor shall make the necessary revisions/corrections and submit the corrected data validation report to the TOPO. The contractor shall update any electronic tracking system if required under the task order. The contractor shall transfer electronic data as specified in the SOW, TO, guidance or TDF.

The contractor shall produce reports summarizing statistical (or mathematically derived) information resulting from data validation and/or data review activities.. The type of information required by such reports shall include the number of samples for which data were rejected, estimated and/or the number of rejected/estimated analytes by fraction (volatiles, semivolatiles, pesticide/PCBs, dioxins, metals, cyanide, or other parameters). The contractor shall specify the reasons for qualification or rejection of analytical data and may be required to provide a statistical or mathematical summary of this information. Several quality indicators such as surrogate recoveries, holding time exceeded, adherence to initial and continuing calibration requirements, contamination issues, accurate identification and quantitation of target analytes, internal standard response factors, temperature/preservation requirements, % moisture content, volatile head space, matrix spike/matrix spike duplicate recoveries and precision, and evaluation of duplicate sample precision may be used to determine, on a mathematical or statistical basis, the overall quality of the analytical data set. To expedite this process, EPA may require the contractor to employ available/existing electronic data assessment TOPOs.

The contractor shall inventory CLP Sample Delivery Group and other data packages for completeness, conduct evidentiary audits, repackage for archival storage, and transport analytical and QA-related data to/from designated records storage facilities in accordance with EPA requirements and SOPs at EPA facilities which may include EPA acquired off-site facilities. The contractor will be required to physically lift, move, and transport boxes of data and/or reports to EPA off-site facilities for data storage/archiving purposes as needed. All packages will be inventoried and boxed according to Federal Records Center requirements.

Task 10: Data Entry:

The contractor shall provide manual and/or electronic analytical data entry into R4LIMS and clerical support as required to complete technical and reporting requirements for all data review packages assigned by a TDF. This will include initial data entry and verification.

Task 11: Performance Evaluation (PE) Sample Preparation:

The contractor shall prepare/package samples, ship paperwork for PE spikes and blind blanks for the sampling events as requested in a TDF.

The contractor shall provide documentation and chain-of-custody paperwork for PE samples shipped to specified laboratories as stated in the TO, SOPs or by the TDF.

Deliverables:

The contractor shall submit to the CO, PO, and TOPO SOPs for accomplishing the activities under this

task with the TO Work Plan for EPA approval. For all data review tasks, the contractor shall prepare and submit to the TOPO a report, detailing results of the data review. When revisions or corrections are required, the TOPO will return the data package to the contractor with written instructions indicating the necessary revisions/corrections. The contractor shall make the necessary revisions/corrections and resubmit the data package to the TOPO.

The contractor will provide copies of chain-of-custody documentation and shipping information and reports for PE Samples. Other deliverables will be listed in the TDF.

The contractor shall submit to the PO and/or TOPO, for each designated data package, a report of differences and problems in performing the data validation for the evaluation of new or revised functional guidelines, in accordance with schedules specified in TDFs. Original documents shall accompany all revisions.

The contractor shall provide R4LIMS data entry support for completed data packages in a timely manner as specified in the TDFs.

Task 12: Preparation and Review of QA/QC Documents

The contractor shall provide QA/QC technical reviews of documents in accordance with prescribed U.S. EPA Region 4 procedures. Occasional site visits to conduct site assessments and participate in sample collection efforts in support of the ecological risk assessments shall be required. Travel to provide on-site assessment and attend meetings concerning certain sites may be required.

The contractor shall prepare/review QAPPs and/or sampling and analysis plans for EPA and ESAT conducted projects according to the EPA guidance documents, EPA QA/R-5: EPA Requirements for Quality Assurance Project Plans; EPA QA/G-9: Guidance for the Data Quality Assessment: Practical Methods for Data Analysis; and EPA QA/G-4HW: Guidance for the Data Quality Objectives Process for Hazardous Waste Sites.

The contractor shall provide technical support to EPA in the review, development, and/or revision of QA-related documents as specified in TDFs. These documents may include SOPs, procedural documents, scopes of work, operating guidelines, analytical summaries and tables, functional guidelines, and data validation manuals.

The contractor shall conduct scientific and technical review on EPA SOPs, manuscripts, data compilations, review articles, technical papers prepared for journal publication, and scientific/technical products.

The contractor shall provide evaluation of specialized computer systems to be utilized to perform or support task-related activities, such as loading existing analytical data into EPA supplied software and generating reports or conducting electronic data assessments/validation.

The contractor may be tasked to provide review and assessment of field screening and fixed laboratory conformational data and split sampling data to determine data comparability.

The contractor shall perform data review for the regional data validation oversight program.

The contractor shall provide technical support to the EPA in the review of non-CLP, PRP, and state laboratory performance in the analysis of samples for EPA environmental programs and in the review of PRP, state, and field contractor performance of field sampling/analytical activities. This technical support may require the contractor to review and track applicable documents and electronic media to determine if laboratory and/or field activities have been performed in accordance with EPA-approved requirements and specifications. The contractor may be required to provide on-site technical support to EPA at designated laboratories or sites.

Deliverables:

Critical technical review of documents that include and relate to the ecological risk assessment for hazardous waste sites as defined in the guidance documents and the TDFs issued by EPA.

The contractor shall prepare and submit to the TOPO the QAPPs or S&A Plans in the format specified in the guidance documents and/or submit findings of the reviews as defined in the TDF. The contractor shall provide R4LIMS data entry support for completed data packages in a timely manner as specified in the TDFs.

The contractor shall submit to the applicable TOPO and/or project officer (PO) documents prepared and a complete report of its review of documents and data performed under this Task Area, in the format specified. This may require the submission of electronic deliverables, data tables, notes of meetings and site visits, and research materials and/or references. The contractor may be required to summarize document revisions. At times, multiple copies of documents/deliverables may be required. The contractor shall revise and resubmit documents in accordance with EPA requirements specified in the TDF.

ATTACHMENT 1
ESTIMATED NUMBER OF SAMPLES AND ANALYTES

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FASP VOA	500	200									
FASP (Pest)	175	175									
FASP (XRF/Niton)	1,103	1,103									
FASP (XRF/Spectrace)	100	100									
FASP (Sulfide)	166	125				41					
FASP (DO)	93	86									
FASP (Fe+2)	26	26									
FASP (Hardness)	7	7	,								
FASP (Alkalinity)	120	120									
FASP (As, Pb & Hg)	400	400									
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Bioaccumulation Studies	30	30									
Ecological Risk Assessments (sites)	3	ю									
Biological Collections (Sites)	69	30				2	115	2	2	82	2
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Site Sediment Characterization	36	30							9		
Mercury Analysis	30	30									
TSS Analysis	381			47		194			140		
Bedload/PSA	350	30		57		123			140		
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Attachment 1 Data Review

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Attachment 1 Risk Assessment

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(Signature of Contracting Officer)	(Signature of person authorized to sign)				. JUL 3 21

Louisville CBEP Analytical Support

Contract: 68-W-01-009, Task Order: 0005, Mod: 0001

Summary Information

Title: .

Louisville CBEP Analytical Support

Period of Performance: From: 02/01/01

To: 05/31/01

Award Date:

02/01/01

Total Funding:

\$15,000.00

Funding Breakout

Funding Category

Amount

Kedacted

FY2001 - TME001 Estimated Cost

Exemption 4, CBI

Fixed Fee

\$15,000.00

[M] - Modified

[A] - Added

Attachments

The following item(s) have been modified:

Attachment Type

Hours and Fee Billing

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U.S. EPA	า St., SW	Floor Atlanta Fede	eral Center	Mike TOP	Birch	tion Roa	d	ress, ZIP Coo	le)		
7. TO: CONTR	ACTOR (Name, address	and ZIP Code)		SHIP	/IA:			B. TYPE OF	OPPER		
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January 26, 2001 (11:04AM)

Statement of Work Task Order No. 005 Louisville CBEP Analytical Support Period of Performance 2/1/2001 - 5/31/2001

PURPOSE

The purpose of this Task Order (TO) is to provide analytical support for Air Toxics monitoring to the EPA Region 4 Science Ecosystem Support Division (SESD). The contractor shall perform and provide field/laboratory support services to the EPA Region 4 or other government entities under the provisions of the contract Statement of Work (SOW) Task Area I, Analytical Support and Task Area III: Analytical Logistical Support.. See Attachment 1 Estimated Number of Samples and Analysis for category Total Air for an estimate of expected analyses for the Louisville CBEP Project..

STATEMENT OF WORK:

The contractor shall provide analytical chemistry, field sampling and other analytical support to EPA at the Agency's regional laboratory facilities and at specified field locations using mobile laboratory(ies) and/or field based analytical methods.

The contractor shall comply with all SESD SHEMP health and safety, lab safety, environmental, waste handling and other applicable SESD work rules while conducting on-site or off-site functions. The contractor shall also follow Good Automated Laboratory Practices for all analytical work required by this TO. Upon issuance of this TO, the Task Order Project Officer (TOPO) will provide the contractor with applicable requirements. The contractor shall become familiar with all applicable standard operating procedures (SOPs) referenced in and accompanying the TO.

The contractor shall notify the TOPO immediately if it encounters any equipment failure that cannot be readily remedied by the contractor or technical problems that may impact the quality or on-time delivery of deliverables, or if any required equipment or supplies are unavailable to accomplish required work under this TO.

Task 1: Task Order Management:

The contractor shall track the status of tasks, labor hours and costs for each task under this TO, including each site-specific project, in accordance with an SOP to be submitted by the contractor for EPA approval. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with weekly reports of the above-referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a Technical Direction Form (TDF).

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this TO through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate and complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall implement its quality assurance program in accordance with its EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2. The contractor shall prepare a Quality Assurance Project Plan (QAPP) according to the requirements outlined in EPA QA-R5 for activities under this TO involving environmental measurements within the time frames specified in the approved Work Plan for this TO. The contractor shall revise its QMP and QAPP in accordance with task requirements or as required by EPA through the issuance of a TDF.

The contractor shall implement a health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The contractor shall revise its Health and Safety plan as needed to assure that all requirements specified above are addressed or in the contract Attachment 2, Reports of Work.

Deliverables:

The contractor shall submit all reports defined in the contract Attachment 2, Reports of Work. Program management costs shall be broken out from other costs in the financial report.

The contractor shall submit to the Contracting Officer (CO), PO, and TOPO an SOP for tracking activities under this task with the TO Work Plan for EPA approval.

The contractor shall submit to the PO and TOPO weekly reports of the status of tasks and costs under this TO.

The contractor shall submit to the PO and TOPO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved in the Work Plan for this TO. The contractor shall submit to the PO and TOPO any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified in the approved Work Plan for this TO.

Task 2: Environmental Sample Analysis:

The contractor shall prepare and/or analyze environmental samples consisting of a variety of media (pufs,

denuders, high vol filters, etc.) for chemical contaminants including, but not limited to, pesticides/PCBs, volatiles and semivolatile organic compounds; metals, and other inorganic analytes.

Table One is an estimate of the number of samples and analytes that will require preparation and/or analysis for the Louiseville CBEP and possible other Non-Superfund Programs. For this TO the contractor shall provide the work plan, costs, etc. for the Total Air category Louisville CBEP estimates only related to Louisville CBEP.

The TOPO shall assign the analysis of each batch of samples covering a specific project and other analytical support activities through the issuance of a TDF. The TDF will specify the number and identity of samples requiring analysis, the analytical methodologies to be used and a schedule for analysis and submission of deliverables.

The Contractor shall perform the following activities in accordance with the U.S. EPA, Region IV Environmental Investigations Branch Standard Operating Procedures and Quality Assurance Manual, dated January 1997, (http://www.epa.gov/region4/sesd/eisopqam/eisopqam.html) the U.S. EPA, Region IV Analytical Support Branch Operations and Quality Control Manual, dated August 2000, (http://www.epa.gov/region4/sesd/asbsop/asbsop/asbsop.html), or any and all revisions of the guidance, and other guidance documents stated in this TO. The guidelines above are available through the Internet at the following address: http://www.epa.gov/region4/sesd/sesdpub guidance.html. Methods and updates to EPA's Organic (TO) Compendium of Methods for Air Toxics can be obtained from the following website: http://www.epa.gov/ttn/amtic/airtox.html. Methods and updates to EPA's Inorganic (IO) Compendium can be obtained from the following website: http://www.epa.gov/ttn/amtic/inorg.html.

The contractor shall perform sample prep, extractions, analyses and data reductions of assigned samples in conformance with specified SOPs and TDF requirements. During all analytical steps, the contractor shall comply with all quality assurance requirements, including the maintenance of quality control measurements, as specified in the applicable SOPs. The contractor shall also prepare all analytical standards required for the sample analysis.

The contractor shall maintain logbooks and worksheets in accordance with good laboratory practices and complete all documents and recordings as required by the analytical SOP. The contractor shall archive sample extracts in the designated areas, upon completion of the analysis of each batch of samples, and archive the data on electronic media, when required by storage capacity, in accordance with the appropriate SOPs.

The contractor shall track the progress of completion of each analytical project by updating the QA/QC status of the samples in the Region 4 Laboratory Information Management System (R4LIMS) to track sample preparation (number of samples), analysis and data reduction and submission of deliverables.

The contractor shall perform other analytical support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of laboratory equipment. These activities include the analysis of performance evaluation and other QA-related samples; the evaluation of instrumentation, software, and methodologies; the review, preparation or revision of analytical SOPs; and other analytical-related support tasks.

The contractor shall package and ship clean field sampling devices (pufs, denuders, etc.), including

document management, and return of coolers.

Deliverables:

The contractor shall submit to the TOPO reports pertaining to the analysis of samples, as referenced in SOPs of this TO, and reports of other analytical support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each report to the TOPO or as designated in the TDF.

The contractor shall perform other analytical/field support activities necessary for the analysis of environmental samples such as preparation of pufs, particulate filters, denuders, standards and other related materials as well as calibration of laboratory equipment.

The contractor shall develop and implement a site work plan detailing required field activities, including sample collection and testing, test organism identification and examination, sample preparation and packaging, chain-of custody requirements, and decontamination procedures per the TO or as issued in the TDF.

Task 4: Field/Warehouse Support:

The contractor shall provide support as listed in C. Field Analytical Support, Field Warehouse Operations Support, and pertinent Task Area III, Analytical Logistical Support in the contract SOW. The contractor shall perform the field activities in accordance with the U.S. EPA Region IV Environmental Investigations Standard Operating Procedure Manual, January 1997, or any and all revisions of the guidance:

- Provide decontamination/cleaning of field equipment, analytical instruments, as well as sample container preparation to meet with QA/QC checks and requirements.
- Provide field investigation vehicle loading/unloading support. Receives equipment load out requests and insures that field sampling and testing equipment is cleaned and prepared for use to meet with QA/QC requirements. Includes maintenance of batteries and battery shed. assigned tasks including log in of maintenance and calibration records.
- Setup and perform QC checks to verify calibrations on new field sampling and field analytical equipment to assure that equipment is operating according to vendor specifications, assist in configuring equipment to accomplish field analytical tasks.
- Provide field and analytical support related to Air Toxics monitoring Collect and preserve samples for subsequent chemical analysis. The contractor shall perform other field analytical support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of field equipment
- Precisely locate and document sampling sites and features at sites. GPS coordinates are collected and provided to EPA's GIS Section for inclusion in the GIS program.
- Develop field investigation Work Plan for all support activities and submit to EPA for review and approval as requested in the TDF.
- Generate and/or distribute chain-of-custody documentation, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite);

Package and ship field samples, including document management, and return coolers.

Travel within EPA Region IV may be required. The contractor will coordinate with Project Leaders for transportation to site via GOV or GFP. Site visits may include documentation of field collection efforts, sampling locations, and methodologies to determine if technical comments provided in site-specific work plans are followed and incorporated into subsequent deliverables. The contractor shall prepare detailed records of all such activities. In all instances, the contractor shall identify themselves as employees of ILS/ManTech.

Deliverables:

The contractor shall prepare and submit reports associated with the above list of tasks as per F. Deliverables in the contract SOW, appropriate regional TO/SOPs or as issued through the TDF. Computer reports will be provided for ordering of consumables and items consumed for field projects.

Task 5: Routine Instrument Maintenance:

The contractor shall perform routine analytical laboratory instrument set up and maintenance activities required for the analysis of samples assigned under this TO. The TOPO shall assign routine set up and maintenance of instrumentation, not completed in connection with the contractor's analysis of samples, through the issuance of a TDF, which will specify the nature of the tasks and schedule for completion.

Deliverables:

The contractor shall prepare and submit a report to the PO and TOPO outlining the activities completed and difficulties encountered for tasks assigned through each TDF within five (5) days of completion.

Task 6: Technology Transfer:

The contractor shall provide information to EPA personnel for the purpose of transferring knowledge of a specific analytical or QA technique or technology obtained in performing work under the ESAT contract, and attend conferences or meetings, in accordance with Task Area V of the contract Statement of Work (SOW). The TOPO will issue TDFs to the contractor specifying the information required and the schedules for completion.

Deliverables:

The contractor shall prepare and deliver to the PO and/or TOPO a summary of information provided under each TDF within time specified in the TDF.

Task 7: Training:

The contractor shall attend vendor-specific training in new technologies or specialty equipment/instruments and other EPA-specific training relating to the analysis of environmental samples, in accordance with Task Area V of the contract SOW. This may include training related to analytical instrumentation, field sampling technology, quality assurance, software or other related material. All training shall be performed only upon prior issuance of a TDF, specifying the nature of and schedule for training.

Task 8: Sample Custodian and File Manager:

The contractor shall perform sample custodial duties at SESD for Clean Air environmental samples in accordance with the SOPs specified above. The contractor shall receive environmental samples arriving at the laboratory, and upon receipt, log the samples into the R4LIMS if required and refrigerator/ freezer log and store the samples in the appropriate refrigerators, freezers, or shelves for air canisters. The contractor shall generate and/or distribute chain-of-custody, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite). Tracking, packaging, and shipping samples; and the return of coolers to the FEC will be requested.

The contractor shall perform support activities relating to the disposal of environmental samples in accordance with the Sample Disposition and Disposal SOP in the SHEMP Manual. These activities include the storage of analyzed samples in the appropriate refrigerators, tracking of samples due for disposal, obtaining reports for samples to be disposed of, filing of the sample disposal sheets after sign-off by the site project officer, and notification of designated EPA personnel that samples are ready for disposal.

Deliverables:

The contractor shall submit to the PO and/or TOPO completed forms and document inventories, in accordance with SOP requirements.

Table 1
Estimated Number of Samples and Analytes

Type Analysis	Louisville CBEP
PUF/XAD	56
PUF/XAD (cleaned)	56
Denuders (coat & dry)	56
Denuders (cleaned)	56
Denuders (eluted)	56
Denuders (extracted)	56
Cut Hi Vol Filters	56
TOTAL AIR	392

2. AMENDMENT/MODIFICATION NO. 0005 6. ISSUED BY COD U.S. EPA Region IV Procurement Section 14th Floor Atl 61 Forsyth St., SW Atlanta, GA 30303 8. NAME AND ADDRESS OF CONTRACTOR (No., street		6C			HASE REQ. NO.	5. PROJECT NO. (If app	pficeble)
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esearch Triangle Park (Industrial				/	10A. MODIFICATION OF (CONTRACT/ORDER	
rea), NC 27709	•				NO. 68-W-01-009 TO#	# A	
•			İ		10B. DATED (SEE ITEM 13)	r ••	
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Analytical Support PM 2.5
Contract: 68-W-01-009, Task Order: 0004, Mod: 0005

Summary Information

Title:

Analytical Support PM 2.5

Period of Performance:

From: 02/01/01

To:

02/28/02

Award Date:

02/01/01

Total Funding:

\$247,566.00

Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#		Program Element	,	Cost Org	Obj Clss	Amount	/ C
Base	PM1080	01	E1	53P6	10102APM	00000000		4183	(\$30,000.00)	

Funding Breakout

Acct.Info	Funding Category	Amount	Kedacted
FY2001 - PM1004	Estimated Cost Fixed Fee		Exemption 4, CBI
	Total:	\$162,000.00	
FY2001 - PM1060	Estimated Cost Fixed Fee		
	Total:	\$29,000.00	
FY2001 - PM1080	Estimated Cost Fixed Fee		
	Total:	\$56,566.00	

[M] - Modified
[A] - Added

AMENDMENT OF SOLIC	HATION/MODIFIC	ATION OF CON	TRACT	1. CONTRACT II		PAGE OF PAGES
. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE 12/20/01		4. REQU	ISITION/PURCHASE		5. PROJECT NO. (# applicable)
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J.S. EPA Region IV Procurement Section 14th Flo 51 Forsyth St., SW Atlanta, GA 30303	oor Atlanta Federa	l Center				
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INTEGRATED LABORATORY				9B. I	OATED (SEE ITEM 11)	
P.O. BOX 13501				/ 10A	MODIFICATION OF	CONTRACT/ORDER
Research Triangle Park (Indu	striai			1 1	NO.	
Area), NC 27709					W-01-009 TO	
				3 8	DATED (<i>see ITEM 14</i> 01/01	9
CODE FACILITY CODE				2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	ONE	·
[] The above numbered solicitation is an	11. THIS ITEM	ONLY APPLIES TO	AMENDMENT	S OF SOLICITAT	UNS I I bennet	ot extended.
2. ACCOUNTING AND APPROPRIATION D.	13 THIS ITEM APP	PLIES ONLY TO MO	DIFICATIONS	OF CONTRACTS/	ORDERS,	
	IT MODIFIES T	HE CONTRACT/ORD	DER NO. AS D	ESCRIBED IN ITE	M 14.	
(/) A. THIS CHANGE ORDER IS INTRACT ORDER NO. IN ITE	M 10A					
X I	ORTH IN ITEM 14, PURSUA	NT TO THE AUTHORITY	OF PAR 43.103(VE CHANGES (such a b).	changes in paying offic	
c. THIS SUPPLEMENTAL AG	REEMENT IS ENTERED INT	O PURSUANT TO AUTI	HORITY OF:			
D. OTHER (Specify type of modific	setion and authority)				· · · · · · · · · · · · · · · · · · ·	
E. IMPORTANT: Contractor [X] is n		ign this document and r		ples to the Issuing o	ffice.	
14. DESCRIPTION OF AMENDMENT/MODIF	ICATION (Organized by UCF se	ction headings, including solid	citation/contract subj	ct metter where feesible.		•
The period of performance is beyond the contractor's cont	i hereby extended	10 2/28/UZ. AS to is required for	the comple	tion of	-	
beyond the contractor's compreviously assigned work un	der this Task Ord	er. All other ter	ms. conditi	ons, and		•
costs previously negotiated	remain unchanger	1		•		
						•
Except as provided herein, all terms and co	onditions of the document	referenced in item 9A o	r 10A, as heretof	ore changed, remain	s unchanged and it	n full force
and effect. 15A. HAMEAND TITLE OF SIGNER (Re-	espeint)		16A.	MANE AND TITLE OF	CONTRACTING O	FRICER (Type or point)
196 ADDITION OF THE PARTY NAMED IN COLUMN TWO			CHAT	RLES K. HAYE	S	
15B. CONTRACTOR/OFFEROR		15C DATE SIG		UNITED STATES OF		16C. DATE SIGNED
	7	15C DATE SK			AMERICA Haves	DEC 2 0 200 STANDARD FORM 30 (REV 10-83)

Analytical Support PM 2.5

Contract: 68-W-01-009, Task Order: 0004, Mod: 0004

Summary Information

Title:

Analytical Support PM 2.5

Kedacted

Period of Performance:

From: 02/01/01 02/28/02 To:

02/01/01

Award Date:

Total Funding:

\$277,566.00

Summary Changes

The anticipated expiration date has changed from 01/31/02 to 02/28/02.

Funding Breakout

Acct.Info	Funding Category	Amount	Redacted Exemption 4, CBI
FY2001 - PM1004	Estimated Cost Fixed Fee		Exemption
	Total:	\$162,000.00	
FY2001 - PM1060	Estimated Cost Fixed Fee		
	Total:	\$29,000.00	
FY2001 - PM1080	Estimated Cost Fixed Fee	<u> </u>	
	Total:	\$86,566.00	

[M] - Modified
[A] - Added

Analytical Support PM 2.5

Contract: 68-W-01-009, Task Order: 0004, Mod: 0004

Phone Number: (404) 562-8374

Fax Number: E-Mail Address:

The following item(s) have been added:

ADMINISTRATIVE CONTRACTING OFFICER:

U.S. E.P.A. Attn: CHARLES K. HAYES 61 FORSYTH STREET, SW ATLANTA, GA 30303--310

Mail Code:

Phone Number: 404-562-8393

Fax Number: E-Mail Address:

ORDERING OFFICER:

U.S. E.P.A. Attn: CHARLES K. HAYES 61 FORSYTH STREET, SW ATLANTA, GA 30303--310

Mail Code:

Phone Number: 404-562-8393

Fax Number: E-Mail Address:

Attachments

The following item(s) have been added:

Attachment Name

Extension of POP

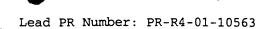
TO Classification

The following changes have occurred:

The Anticipated Expiration Date has changed from 01/31/02 to 02/28/02.

AMENDMENT OF SOLICITATION				RACT ID CODE	PAGE OF PAGES
AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE 09/17/01	4. REQUIS	11-1056	CHASE REQ. NO.	5. PROJECT NO. (If applicable)
ISSUED BY COD				(If other than item 6) CO	DE
.S. EPA Region IV rocurement Section 14th Floor Atl 1 Forsyth St., SW	anta Federal Cente				
tlanta, GA 30303					
NAME AND ADDRESS OF CONTRACTOR (No., street	rt, county, State and ZIP Code)		(1)	9A. AMENDMENT OF	SOLICITATION NO.
ITEGRATED LABORATORY					
YSTEM O. BOX 13501				9B. DATED (SEE ITEM 1	η
esearch Triangle Park (Industrial			 	104 MODIFICATION	25.00.170.407.007.0
rea), NC 27709				NO.	OF CONTRACT/ORDER
•				68-W-01-009 T	 •
				10B. DATED (SEE ITEM 02/01/01	15)
DE FACILITY CODE	1 71110 17511 01111				
The above numbered solicitation is amended as		PLIES TO AMENDMENTS			not extended
er, provided each telegram or letter makes reference ACCOUNTING AND APPROPRIATION DATA (# require e the section, Accounting/Approp	red)				
13. Th	HIS ITEM APPLIES ONLY	Y TO MODIFICATIONS OF	CONTRA		
(/) A. THIS CHANGE ORDER IS ISSUED PUF TRACT ORDER NO. IN ITEM 10A		ACT/ORDER NO. AS DES THE CHANGES SET FORTH IN			
B. THE ABOVE NUMBERED CONTRACT/ appropriation date, etc.) SET FORTH IN ITE X FAR Part 43	ORDER IS MODIFIED TO REF M 14, PURSUANT TO THE AU	FLECT THE ADMINISTRATIVE UTHORITY OF FAR 43.103(b).	CHANGES (such as changes in paying off	ice,
c. THIS SUPPLEMENTAL AGREEMENT IS	S ENTERED INTO PURSUAN	T TO AUTHORITY OF:			
D. OTHER (Specify type of modification and auth	orityj				
	s required to sign this docum		to the issu		
DESCRIPTION OF AMENDMENT/MODIFICATION (Or not make the control of	ganized by UCF section headings, in	ncluding solicitation/contract subject m	aller where fee	sible.)	
77,566.00. This actior. completely	funds this Task Or	der.			
	·			•	
ept as provided herein, all terms and conditions of t effect.	the document referenced in I	tem 9A or 10A, as heretofore c	hanged, rer	nains unchanged and in	full force
NAME AND TITLE OF SIGNER (Specialis)		16A. NAM	EAND TITL	EOF CONTRACTING O	FFICER (Type or print)
		SAM R.	JAMISO	N	•
. CONTRACTOR/OFFEROR	15C			OF AMERICA .	16C. DATE SIGNE
(Signature of person as the signal to signal	_	\X\	im	James	9-17-20
(Signature of person authorized to sign) 7540-01-152-8070		30-105	Signature of C	onfreding Officer)	STANDARD FORM 30 (REV 10-83)
EVICOS EDITION ONUSABLE				<u> </u>	STANDARD FORM 30 (REV 18 "Freschied by USA FAR (48 CFR) 52.243

Contract: 68-W-01-009, Task Order: 0004, Mod: 0003



Summary Information

Title:

Analytical Support PM 2.5

Period of Performance:

From: 02/01/01 To:

Award Date:

01/31/02

02/01/01

Total Funding:

\$277,566.00

Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFVS	Appr.#	Ora	5	Site/ Project	Cost	Obj Clss	Amount	/ C
									-
PM1080	01	E1	53P6	10102APM	0000000		4183	\$86,566.00	P

Funding Breakout

Acct.Info	Funding Category	Amount	Redacted
FY2001 - PM1004	Estimated Cost Fixed Fee		Exemption 4, CBI
	Total:	\$162,000.00	
FY2001 - PM1060	Estimated Cost Fixed Fee		
	Total:	\$29,000.00	
FY2001 - PM1080	Estimated Cost Fixed Fee		
	Total:	\$86,566.00	

[M] - Modified

[A] - Added

0002 . ISSUED BY CODE	3. EFFECTIVE DATE	4. REQUISI	TION/PURC	HASE REQ. NO.	5. PROJECT NO. (# applicable)
	08/22/01	PR-R4-0			,
		7. ADMINIS	TERED BY	(If other than item 6) CODE	
.S. EPA Region IV					
rocurement Section 14th Floor Atla 1 Forsyth St., SW tlanta, GA 30303	inta Federal Center				
NAME AND ADDRESS OF CONTRACTOR (No., street,				los successivos os os	
NAME AND ADDRESS OF CONTRACTOR (No., Street,	county, State and ZIP Code		(V)	9A. AMENDMENT OF SC	LICITATION NO.
TEGRATED LABORATORY		•			
YSTEM				9B. DATED (SEE ITEM 11)	
O. BOX 13501		·			
esearch Triangle Park (Industrial				104 1400/5/047/04/05	20170407100050
rea), NC 27709			,	10A. MODIFICATION OF NO.	CONTRACT/ORDER
, , , , , , , , , , , , , , , , , , , ,	•	. 1		68-W-01-009 TO	‡ 4
				10B. DATED (SEE ITEM 13)	
DE FACILITY CODE				02/01/01	
11	. THIS ITEM ONLY APPLIES TO AN	MENDMENTS C	F SOLIC	TATIONS	
The above numbered solicitation is amended as a	set forth in item 14. The hour and date spe	cified for receipt	of Offers	[] is extended, [] is no	extended.
e the section, Accounting/Appropr					
	IIS ITEM APPLIES ONLY TO MODIF MODIFIES THE CONTRACT/ORDER				
A. THIS CHANGE ORDER IS ISSUED PUR: TRACT ORDER NO. IN ITEM 10A	SUANT TO: (Specity authority) THE CHANGE:	S SET FORTH IN	ITEM 14 AF	E MADE IN THE CON-	
B. THE ABOVE NUMBERED CONTRACT/C appropriation date, etc.) SET FORTH IN ITEM	ORDER IS MODIFIED TO REFLECT THE AC M 14, PURSUANT TO THE AUTHORITY OF	OMINISTRATIVE (FAR 48.1C3 (b).	HANGES (uch as changes in paying office,	
c. THIS SUPPLEMENTAL AGREEMENT IS	ENTERED INTO PURSUANT TO AUTHOR	ITY OF:			
D. OTHER (Specify type of modification and author	city)				
	required to sign this document and retur				
IMPORTANT: Contractor [X] is not, [] is		n copies	to the issu	na office.	
DESCRIPTION OF AMENDMENT/MODIFICATION (Org	snized by UCF section headings, including solicitation	n/contract subject ma	to the issu	ing office.	
DESCRIPTION OF AMENDMENT/MODIFICATION (0/2) Ids incremental funding of \$29,000.	unized by UCF section headings, including solicitation. 00 for a total of \$191,000,00	n/contract subject ma	itler where fee	ing office.	
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IMPORTANT: Contractor [X] is not, [] is DESCRIPTION OF AMENDMENT/MODIFICATION (07) dds incremental funding of \$29,000. nded. The negotiated task order am cept as provided herein, all terms and conditions of the leffect. NAME AND TITLE OF SIGNER (Type or print)	united by UCF section headings, including solicitation. O0 for a total of \$191,000.00 nount is \$277,566.00.	incrementa	nanged, ren	nains unchanged and in fu	
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FAR (48 CFR) 52.243

Contract: 68-W-01-009, Task Order: 0004, Mod: 0001 Lead PR Number: PR-R4-01-10534

Summary Information

Title:

Analytical Support PM 2.5

Period of Performance:

From: 02/01/01

To: 01/31/02

Award Date:

02/01/01

Total Funding:

\$191,000.00

Accounting/Appropriation Data

The following item(s) have been added:

									•	P
				Program	•	Cost	Obj			/
DCN	BFYS	Appr.#	Org	Element	Project	Org	Clss	Amount		С
										_
PM1060	01	E1C	53P1	10102APM	00000000		4183	•	\$29,000.00	С

Funding Breakout

Acct.Info	Funding Category	Amount	Redacted Exemption 4, CBI
FY2001 - PM1004	Estimated Cost Fixed Fee		
	Total:	\$162,000.00	
FY2001 - PM1060	Estimated Cost Fixed Fee		
	Total:	\$29,000.00	

[M] - Modified

[A] - Added

Procurement Management Roles

The following item(s) have been added:

ONLY THE CONTRACT LEVEL PO AND ALT. HAVE INVOICE APPROVAL AUTHORITY.

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: HERBERT C. BARDEN COLLEGE STATION RD

ATHENS, GA 30613

Mail Code:

Phone Number: (706) 355-8737

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: LINDA P. KIDD COLLEGE STATION RD

Analytical Support PM 2.5

Contract: 68-W-01-009, Task Order: 0004, Mod: 0001

Lead PR Number: PR-R4-01-10534

ATHENS, GA 30613

Mail Code:

Phone Number: (706) 355-8731

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: ARCHIE L. LEE COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: (706) 355-8623

Fax Number: E-Mail Address:

AMENDMENT OF SOLICIT	ATION/MODIFICAT	ION OF CONTE	RACT	1. CONTR	ACT ID CODE	PAGE OF PAGES	
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE				4. REQUISITION/PURCHASE REQ. NO.		
S. ISSUED BY	CODE		7. ADMINIS	TERED BY	(If other than item 6) COD	E	
J.S. EPA Region IV							
Procurement Section 14th Floor 51 Forsyth St., SW	r Atlanta Federal Ce	enter				·	
Atlanta, GA 30303							
NAME AND ADDRESS OF CONTRACTOR (M	o., street, county, State and ZIP Code	9		(√)	9A. AMENDMENT OF S	OLICITATION NO.	
INTEGRATED LABORATORY					9B. DATED (SEE ITEM 11		
SYSTEM					SB. DATED (SEE HEM TI	•	
P.O. BOX 13501							
Research Triangle Park (Industi	rial			-	10A. MODIFICATION O	F CONTRACT/ORDER	
Area), NC 27709					NO.	N 4	
					68-W-01-009 TC		
				<u> </u>	108. DATED (SEE TEM)	ગ	
CODE FACILITY CODE							
	11. THIS ITEM ONL						
[] The above numbered solicitation is amend	ded as set forth in Item 14. T	The hour and date spec	cified for receip	t of Offers	[] is extended, [] is n	ot extended.	
ee the section, Accounting/Ap	propriation Data, ir	ONLY TO MODIFI	CATIONS OF	CONTRA	•		
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TRACT ORDER NO. IN ITEM 10		unorry, The Changes	SELFORINE		TE MADE IN THE CON-		
B. THE ABOVE NUMBERED CONT appropriation date, etc.) SET FORTH				CHANGES (such as changes in paying offi	ce,	
C. THIS SUPPLEMENTAL AGREE	MENT IS ENTERED INTO PU	RSUANT TO AUTHORI	TY OF:				
D. OTHER (Specify type of modification	and authority)						
- MOODTAIT O				- 4- 4- 1	in allies		
. IMPORTANT: Contractor [X] is not,	[] is required to sign thi			s to the issu			
4. DESCRIPTION OF AMENDMENT/MODIFICAT	ION (Organized by UCF section he	edings, including solicitation	n/contract subject (natter where le	esicie.)		
Subcontract consent is gran		• , ,				et Company @	
\$20,452.88 per vehicle for a p	period of 36 mont	ths for a total	not to ex	ceed \$4	40,905.76.		
except as provided herein, all terms and condition and effect.	ions of the document referer	nced in Item 9A or 10A	, as heretofore	changed, re	mains unchanged and ir	full force	
SA. HAMEAND TITLE OF SIGNER (Sprenger	•			0	E OF CONTRACTING O	FFICER (Pyper or public)	
ISB CONTRACTOR/CEEPOR		150 0475 01017		JAMISC		16C. DATE SIGI	
15B. CONTRACTOR/OFFEROR		15C DATE SIGNED	16B. UNI	Xhm	S OF AMERICA AMUON	= 3-30-0	
(Signature of person authorized to sign) NSN 7540-01-152-8070			30-105	Rignature of	Cofitrecting Officer)	STANDARD FORM 30 (REV 10	
PREVIOUS EDITION UNUSABLE			~~~ /			*Prescribed by GBA	

FAR (48 CFR) 52.243

	0	RDER FOR SUP	PLIES OR S	ERVICES	;			PAGE OF	16	PAGES	
		and papers with contr	act and/or order	numbers.	10		N BEO	UISITION/REFER			
.DATE OF ORDI 02/01/01	ER	2. CONTRACT NO. (If 68-W-01-009	any)	00004 PR-но-00-10658							
. ISSUING OFFI	ICE (Address correspon	dence to)		6. SHIP TO: (Consignee and address, ZIP Code)							
J.S. EPA R	legion IV nt Section 14th I	Floor Atlanta Fed	leral Center	Mike Bir	CN Station Road						
1 Forsyth	St., SW			l .							
Atlanta, GA	. 30303			ATHEN	S, GA 306	05					
4.1											
. TO: CONTRA	CTOR (Name, address	and ZIP Code)		SHIP VIA:		β.	TYPE OF OF	IDER			
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research i	riangle Park, No	5 27709				F					
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ACCOUNTING	G AND APPROPRIATIO	N DATA		Ito, REQUIS	SITIONING O		e above-num	bered contract.			
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See Attache	ed			11. BUSINE	SS CLASSIFI	CATION (C	heck approp	nate box(es))			
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2. F.O.B. POIN			14. GOVERNM	XISMALL [ISMALL [ITAGED [IOWNED] ENT BYL NO. 15. DELIVER TO F. O.B. POINT TO NO NO BEFORE (Date) ON OR BEFORE (Date)					TERMS		
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SEE BILLING A NSTRUCTIONS ON	21. MAIL INVOICE TO				Park Fil	anciai	001	\$277,566.00		GRAN	
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NSTRUCTIONS)	21. MAIL INVOICE TO		Manager Research	nent Cntr. 1 Triangle	.(Mail Co	<u> 27711</u>	32)			TOTA	
NSTRUCTIONS ON REVERSE 22. UNITED S	21. MAIL INVOICE TO		Managen	nent Cntr. Triangle 23.	.(Mail Co Park,NC	; <u>27711</u> »d)	32)				

January 26, 2001

ESAT Task Order Document No. 4 Analytical Support PM_{2.5} FRM Performance Evaluation Program Field/Laboratory Support Services Period of Performance 2/1/2001 - 12/31/2001

PURPOSE

The purpose of this Task Order (TO) is to implement a Federal Reference Method (FRM) performance evaluation on established ambient air field instruments used to monitor particulates with an aerometric diameter of 2.5 microns or less (PM_{2.5}).

The contractor shall perform and provide field support to EPA Region 4 and laboratory support services to the EPA Region 1, 2, 3, 4, 6 or other government entities under the provisions of the Statement of Work (SOW) Task Area I, Section A, C, D and E, Task Area III, Task Area IV, Task Area V and other applicable support functions, including equipment maintenance and repair and health & safety and environmental compliance activities outlined in the SOW and Standard Operating Procedures (SOP) listed later in this document. The Contractor shall perform site or project specific work as described below or on Technical Direction Forms (TDFs) at any time during the duration of the TO. The contractor shall prepare and perform quantitative analyses of samples as described in the contract SOW (Task Area I, Section A, C, D and E). In addition, the contractor shall manage and control sample log-in, sample tracking, chain-of-custody, maintain databases, prepare bench sheets, prepare backlog reports and track sample analysis projections for the analyses ordered by this task order or subsequent TDFs for samples received from field activities in EPA Regions 1, 2, 3, 4, 6 or other government agencies. This function is described in the contract SOW Task Area III.

The contractor shall provide all labor, equipment (accept on GFP list), maintain all equipment, consumables, supplies, and material necessary to accomplish the task order. See the section on <u>SOPs and Guidelines Available to the Contractor</u>.

STATEMENT OF WORK:

TASK 1: Task Order Management:

The contractor shall track the status of tasks and labor hours and charges for each task under this TO, including site-specific projects, in accordance with an SOP to be submitted by the contractor for EPA approval. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with weekly reports of the above-referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a TDF.

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this TO and Attachment 2 of the contract SOW through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not

have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate and complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall implement its quality assurance program in accordance with its EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2. The contractor shall prepare a Quality Assurance Project Plan (QAPP) according to the requirements outlined in EPA QA-R5 for activities under this TO involving environmental measurements within the time frames specified in the approved Work Plan for this TO. The contractor shall revise its QMP and QAPP in accordance with task requirements or as required by EPA through the issuance of a TDF.

The contractor shall implement a health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The contractor shall revise its Health and Safety plan as needed to assure that all requirements specified above are addressed.

Deliverables:

The contractor shall submit to the Contracting Officer (CO), PO, and TOPO an SOP for tracking activities under this task with the TO Work Plan for EPA approval.

The contractor shall submit to the PO and TOPO weekly reports of the status of tasks and costs under this TO. The reports shall be submitted on a weekly basis for the preceding week period.

The contractor shall submit to the PO and TOPO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved in the Work Plan for this TO. The contractor shall submit to the PO and TOPO any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified in the approved Work Plan for this TO.

TASK 2: Field Implementation Support:

The contractor shall perform all field activities utilizing the field methods, as specified in the SOPs listed at the end of this task, under the heading, "Documentation." A brief description of the field activities is given below:

- The contractor shall ensure that all personnel performing work under this task have received appropriate training and have been certified by EPA to perform field activities under this task. Details concerning training and certification are provided in Task 6 of this TO.
- The contractor shall receive sample filters from the National Filter Distribution Program and store them appropriately until use.
- The contractor shall transport a portable PM_{2.5} Federal Reference Method (FRM) performance evaluation sampling device to an established PM_{2.5} site, assemble the instrument, collocate the sampler, perform verifications (calibration, if necessary,) install a filter and operate the instrument at the same 24-hour sampling mode (midnight to midnight) as the routine instrument. If scheduling allows, the operator will leave this location to set up an additional 24-hour performance evaluation sampling device (midnight to midnight) at another routine sampling location. If the schedule does not allow for another set up, the operator may perform additional activities specified in the TO or TDF. The contractor shall return to each site after the 24-hour sampling time, download the stored electronic monitoring data and record any additional required field information, remove and properly store the filter for transport, and disassemble the instrument. The contractor shall properly package the filter, the appropriate electronic data and hardcopy forms for transport to the pre-determined EPA Regional laboratory.

Field sites and tasks at those sites will be assigned to the contractor for field support by means of TDFs issued and approved by the TOPO and PO. The contractor may be required to attend meetings or conference calls with the TOPO and state personnel for planning and coordinating field activities. All work shall be completed in accordance with the instructions of the TDFs, including all referenced SOPs and documentation. No deviations from the required work or SOPs, instructions, or other procedures specified in TDFs, shall be made without prior receipt of alternate technical direction issued in accordance with the contract.

As part of the routine field activities associated with set up of the portable PM_{2.5} FRM performance evaluation sampling device, the contractor shall make observations of the physical characteristics of the monitoring location and fill out a "Site Evaluation Checklist." The contractor should note that each monitoring location will be visited four times annually. The checklist is required for each visit. Photographs may be required.

The contractor shall perform field QA/QC related activities as associated with this task, such as testing and calibration of samplers and ancillary equipment, calibrations, collocations, implementing field blanks, review of field data, entry of data into logbooks, preparation of chain-of-custody reports and deliverables, as specified in TDFs.

It is anticipated that the above field activities shall be performed at approximately forty three (43) sites (157 site visits) throughout Region 4 on an annual basis. See Attachment PM2.5 Federal Reference Method Performance Evaluation Schedule for 2001 sites. Quarterly collocation studies of each of eight samplers shall be performed in accordance with the above-referenced requirements for an approximate three-day period. In addition, seven (7) sampling events shall be conducted each quarter (sampling every two weeks) as part of the 177-Hour Sampling Study, as well as, filters will be pre- and post weighed for the States of Maine and Texas.

Documentation:

SOPs and Guidelines Available to the Contractor:

ESAT shall perform activities under this task in accordance with the methods described in the following documents, except when alternative procedures are specified in TDFs:

- PM_{2.5} FRM Performance Evaluation Program for Field Standard Operating Procedures
 This SOP pertains to the following subject areas:
 - site visit scheduling
 - equipment inventory and maintenance
 - filter receipt (from lab)/ storage/tracking
 - chain-of -custody
 - calibration/verification
 - monitor set-up/filter installation
 - filter removal/storage/shipping
 - data download/storage/transfer
 - QA/QC
 - monitor disassembly/packing
 - documentation /filing/records
- PM_{2.5} FRM Performance Evaluation Program Laboratory Standard Operating Procedures
- ▶ Implementation Plan: PM_{2.5} Federal Reference Method Performance Evaluation Program
- Quality Assurance Guidance Document 2.12: Monitoring PM_{2.5} in Ambient Air Using designated Reference or Class I Equivalent Methods
- ► PM_{2.5} FRM Performance Evaluation Program Quality Assurance Project Plan
- Monitor-specific operating manuals

Each of the documents listed above is available through the Internet at the following address:

www.epa.gov/ttn/amtic/pmqa.html

Deliverables

The contractor shall submit interim and/or final deliverables as specified below for each assigned project:

Filters and appropriate data, field forms, and chain of custody forms shall be completed in accordance with the instructions contained in the above-referenced SOPs and shipped within eight (8) hours of filter retrieval via overnight delivery service to the EPA Region 4 laboratory facility, or as specified in TDFs. A field package consisting of electronic sampler data, field sheets, field notes (copy), and chain-of-custody forms (copy) shall be delivered to the PO and TOPO. Documentation to be included in the deliverables

package may be specific to the site or the support requested and will be detailed in the TDFs or referenced SOPs. Contractor personnel must sign and date all field sheets, field logbooks, and chain-of-custody forms.

On a weekly basis, the contractor shall submit to the PO and TOPO a field status report, indicating the work completed during the prior week. In addition, the report should note any problems found with implementation, equipment, or supplies during the week.

A completed "Site Evaluation Checklist" should be submitted to the TOPO within two weeks of the site reconnaissance.

Any photographs requested should be submitted to the TOPO within two weeks of the site reconnaissance. Each photograph must be clearly identified with the date and time the photo was taken, the monitoring location depicted in the photo, and the view represented in the photo. The contractor should carefully store all photographic negatives, so that additional prints may be supplied if requested by EPA.

The contractor shall provide and maintain the consumable inventory and all equipment provided in the GFP attachments of the contract SOW. The consumables are referenced in the following sections of

FRM PEP field SOP Section 2, Table 2-1 PEPF-2.01

Impactor Oil

Impactor filters (37 mm diameter glass fiber)

Min/Max Thermometers

Cold Packs (ice substitutes)

electric Transport coolers

Silicone grease

Cellular phones

Wooden Shims for leveling the samplers

Tools box with assorted tools, screws, nuts and bolts, measuring tapes (metric)

Flashlight batteries

Tie down cables/cords, etc...

Tie wraps

Duct tape

Hand calculator

Spare O-rings

Spare sampler batteries

Fuses

Spare in-line filters

Spare impactor(s)

Low-lint lab wipes

Antistatic 9"x12" bags

Soft brush

Deionized water

Isopropyl alcohol

Penetrating oil

Lint-free pipe cleaners
Safety in, dental picks
Lint-free cotton-tip swabs

PM2.5 Task 3 Laboratory Analysis Support

In support of the FRM Performance Evaluation Program the contractor shall prepare sample filters and perform gravimetric analyses of approximately 2279 particulate filters during the period of 2/01/2001 through 12/31/2001, utilizing the analytical methods specified in the SOPs and the Quality Assurance Plan, indicated in the <u>Purpose</u>. Analyses may also include QA/QC samples. See Attachment Two PM2.5 Eastern Region, Projected Filter Use for 2001. All work is to be completed in accordance with the SOPs and any modifications specified by TDF. The contractor shall perform all laboratory activities utilizing the laboratory methods as specified in the SOPs for this activity.

The contractor shall ensure that all personnel performing work under this TO have received appropriate training and have been certified to perform laboratory activities under this Task. Details concerning training and certification are provided in <u>Training</u> section of this Task Order.

Pre-sampling Activities

- Filters will be received from EPA by on the schedules as supplied by the Regions and examined for integrity based upon EPA approved SOPs.
- Filters will be equilibrated and weighed according to SOPs, and entered into the PE database.
- Filters will be prepared for field activities or stored according to SOPs.
- The laboratory will develop and maintain an inventory of shipping supplies which would include containers, cold packs, max/min thermometers, and chain-of-custody requirements/documentation.
- Filters will be received in the laboratory, checked for integrity (damage, temperature, etc.) and logged in.
- Filters will be maintained in the weighing lab until needed to fill a request.
- Filter batches will be equilibrated for a minimum of 24-hours (per SOPs).
- Filters will be weighed according to SOPs and data entered.

Post-Sampling Activities

- Filters will be refrigerated (≤ 4°C) until an appropriate number is ready for batching.
- Filter batches will be brought into weighing facility and equilibrated for a minimum of 24-hours (per SOPs).
- Filters will be weighed according to SOPs and data entered.
- Field/lab data will be entered into data entry system in order to calculate a concentration.
- Required data will be transferred to the AIRS database.
- Filters will be stored in archive for one year at 4°C and two years at ambient room temperature.

The contractor shall perform QA/QC related activities as associated with this task, such as calibrations, implementing blanks, duplicates, and QC checks, review of data and control charts, logbooks, chain-of-custody reports and deliverables.

Deliverables for Laboratory Support:

Sample filters will be delivered to the proper holding area or analyst as specified. Lab bench sheets/entry forms must be delivered and must indicate all appropriate procedures, weights, volumes, and standards used (lot numbers, traceability of standards must be in lab notebooks), times started and completed. The contractor personnel must sign and date all bench sheets or lab notebooks as specified in the SOPs.

After completion of a sample batch, the contractor shall submit the completed preparation or analysis record package to the TOPO. Documentation to be included in the deliverables package will be as specified in the SOPs.

Upon receipt of samples, the contractor will inform the TOPO of any problems with sample integrity, sample condition, or accompanying sample paperwork. The TOPO will evaluate the problem and provide alternate technical direction, if needed.

On a weekly basis, submit to the TOPO, a lab status report for samples, indicating the work completed, work pending and estimated completion dates for active projects. In addition, note any problems found with equipment or supplies during the week.

For each batch of samples the submission of deliverables will be required as listed below:

Filters and accompanying field paperwork will be shipped directly to the laboratory by field personnel. Upon completion of a batch analyses, a laboratory package consisting of electronic sampler data, field sheets/notes, chain-of-custody forms and laboratory documentation shall be

The inventory of consumable equipment expected to be purchased by the contractor is listed in the following sections of the SOPs:

FRM PEP Lab SOP Section 3 PEPL-3.01

Chart paper and pens
cleaning supplies
Antistatic bags 3"x5' and 9"x12" re-closeable
Powder-free antistatic gloves
Polonium Strips
Petri-Slides
Staticide
Alcohol
Low-lint wipes
Diskettes
Tacky Mats
Printer Cartridges
AA batteries
Light table bulb

PM2.5 Task 4 QA/QC Support and Other Related Activities

The contractor shall perform the following QA/QC support and other related activities:

Filter Tracking- The contractor shall track filters shipped to and received from the field and track samples through the analytical process.

SOPs- As specified by the TDF or on an annual basis, the contractor shall review all SOPs guidance documents and protocols used by the contractor for the performance of work specified in the Laboratory and Field Support of this Task Order. The contractor shall provide comments on proposed changes to the TOPO.

QAPP - As specified by the TDF or on an annual basis, the contractor shall review the Performance Evaluation Program QAPP used by the contractor for the performance of work. The contractor shall provide comments on proposed changes to the TOPO.

In addition, the contractor shall be required to perform laboratory-related activities which are necessary to support EPA QA requirements consistent with this contract SOW such as analyses of QA/QC samples and statistical analyses of analytical results. Specific instructions will be given by TDF.

Deliverables for QA/QC Support and Other Related Activities:

The contractor shall submit to the PO and TOPO by December 31, 2001, or in accordance with a TDF, a list of proposed changes to the field and laboratory SOPs and QAPPs. The list shall include the most recent date and version of the documents and the most recent date of review by the contractor.

The contractor shall submit to the PO and TOPO a weekly report of filter receipt and shipment for the prior week.

PM2.5 Task 5 Administrative Management Activities

This task order is a "buy-in" funded by OAQPS (103 Grant) monies. This task order's costs shall be tracked separately and the internal, administrative and management activities necessary to effectively perform the services required by this support shall be included in these costs. The contractor shall break out from their monthly activity report the description of work accomplished under this TO and deliver a copy of it to the PO.

Deliverable for Administrative:

Monthly financial and status reports delivered to PO with the monthly contract reports.

Pm2.5 Task 6 Maintenance and Repair of Facilities and Equipment and Health & Safety and Environmental Compliance Activities

Laboratory Support:

The Contractor shall maintain the laboratory facility by performing routine instrument and equipment maintenance, calibrations and certifications (per SOP), cleaning and preparation of glassware and equipment, and sample custodial duties.

The Contractor shall fulfill all SHEMP health & safety and environmental compliance responsibilities

related to the fixed or mobile laboratories, including inspection of fume hoods, attainment and maintenance of required certifications, maintenance of fire extinguishers, etc.

Field Support:

The contractor shall assure the availability of an appropriate vehicle(s) to perform all required activities of this Task Order. The contractor shall maintain the equipment, including the support vehicles, in road-ready condition to allow deployment for field projects on a continuous basis. Example activities include: maintenance and repairs to the vehicles such as tune-ups, tire, fluid and other routine checks; installation of instruments and gases; and electrical repairs. The contractor shall perform routine field instrument and equipment maintenance, calibrations, verifications and certifications, cleaning and preparation of equipment, and sample custodial duties, minor repairs and sampler overhauls in accordance with applicable SOPs. The contractor shall maintain a continuous repair and maintenance log for each portable sampler.

Deliverable for Maintenance, Health & Safety and Environmental Compliance Activities:

Laboratory maintenance and health and safety and environmental compliance shall be included in the monthly status reports.

The contractor shall keep a repair and maintenance log for each vehicle and portable sampler. On the 10th of each month, the contractor shall submit to the TOPO, a photocopy of the previous month's entries into the repair and maintenance log for each piece of equipment.

Pm2.5 Task 7 Training:

The contractor shall ensure that all employees performing work under this TO have been provided any and all health & safety training required by law or regulation, or EPA regional policy.

EPA requires that all personnel performing laboratory work under this task order must receive specific training covering all aspects of the analytical work, including associated QA/QC activities. The contractor will be required to send all personnel anticipated to be assigned to this task order to one of the national training sessions. Upon successful completion of the training program, personnel will be certified to perform analytical work under this task order. No personnel may perform analytical work under this Task Order without prior certification by EPA. Details concerning specific dates and locations of training sessions will be provided to the contractor via TDF. In addition, the TDF may authorize the attendance of back-up personnel at the training sessions.

In the event of personnel changes, the contractor should contact the TOPO to arrange for training and certification of new personnel.

The contractor may also be directed by TDF to attend other training such as operation/maintenance training for specialty equipment and instruments, or other EPA specific training required to perform tasks under this task order.

ATTACHMENT PM2.5 Federal Reference Method Performance Evaluation Schedule 2001 Scheduled Sites

43 Sites Total and 164 Site Visits - February 1 through December 31, 2001

Alabama (01) 4 Sites

Birmingham - Wylam Ashland Mobile - St Thomas Fairhope

Florida (12) 7 Sites

West Palm Beach Hollywood Pompano Beach Hialeah Pensacola - 0330025 Pensacola - 0330004 Pensacola - 0330026

Georgia (13) 6 Sites

Rome Yorkville Kennesaw National Guard Forest Park - Clayton East Point Atlanta - 1210039

Kentucky (21) 4 Sites

Shepherdsville
Louisville - 0048Ap
Bowling Green
Elizabethtown

Mississippi (28) 5 Sites

Pascagoula
Gulfport
Picayune
Hattiesburg

Laurel

North Carolina (37) 7 Sites

Goldsboro
Jacksonville
Kenansville
Greenville
Elizabeth City
Spruce Pine
Cherokee Reservation

South Carolina (45) 4 Sites

Charleston - FAA Charleston - CPW Beaufort Greenville - EQC

Tennessee (47) 6 Sites

Hendersonville
Nashville - Wright
Clarksville
Chattanooga - Downtown
Knoxville - Spring Hill
Knoxville - Rule High School

() - Indicated State AIRS Code

ATTACHMENT TWO PM2.5 Eastern Region, Projected Filter Use for 2001 Total Routine, Collection and QC Filters

Region 1	238
Region 2	238
Region 3	246
Region 4	458
Region 6	477
Region 10	63
Study Filters	339
QC Filters	220
Total	2279

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Prescribed by GSA FAR (48 CFR) 52.243

Contract: 68-W-01-009, Task Order: 0003, Mod: 0006

Summary Information

Title: SF QA/QC Support

Period of Performance: From: 02/01/01

To: 02/28/02 Award Date: 02/01/01

Award Date: 02/01/01 Total Funding: \$175,365.00

Summary Changes

The anticipated expiration date has changed from 01/31/02 to 02/28/02.

Funding Breakout

Acct.Info	Funding Category	Amount	Redacted
FY2001 - F0R007	Estimated Cost Fixed Fee		Exemption 4, CBI
	Total:	\$46,200.00	
FY2001 - F0R051	Estimated Cost Fixed Fee		
	Total:	\$46,200.00	
FY2001 - F0R086	Estimated Cost Fixed Fee		
	Total:	\$39,600.00	•
FY2002 - DT2021	Estimated Cost Fixed Fee		
	Total:	\$3,365.00	•
FY2002 - F0R005	Estimated Cost Fixed Fee		
	Total:	\$20,000.00	
FY2002 - F0R023	Estimated Cost Fixed Fee		,
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SF QA/QC Support
Contract: 68-W-01-009, Task Order: 0003, Mod: 0005 Lead PR Number: PR-R4-02-10084

Summary Information

Title:

SF QA/QC Support

Period of Performance:

From: 02/01/01

01/31/02 To:

Award Date:

02/01/01

Total Funding:

\$175,365.00

Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org		Site/ Project	Cost Org	Obj Clss	Amount		/ C
DT2021	02	T	4AD0P	50102D	04WQLA00	C009	2505		\$3,365.00	P

Funding Breakout

Acct.Info	Funding Category	Amount		D.d. 4.1
FY2001 - F0R007	Estimated Cost Fixed Fee			Redacted Exemption 4, CBI
	Total:		\$46,200.00	
FY2001 - F0R051	Estimated Cost Fixed Fee			
	Total:		\$46,200.00	
FY2001 - F0R086	Estimated Cost Fixed Fee			
	Total:		\$39,600.00	
FY2002 - DT2021	Estimated Cost Fixed Fee	·		
	Total:		\$3,365.00	
FY2002 - F0R005	Estimated Cost Fixed Fee	,		
	Total:		\$20,000.00	
FY2002 - F0R023	Estimated Cost Fixed Fee			
	Total:		\$20,000.00	

[M] - Modified
[A] - Added

AMENDMENT OF SO	LICITATION/MODIFIC	CATION OF CONT	RACT	1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. 0004	3. EFFECTIVE 12/06/01	DATE		SITION/PURCHASE REQ. NO.	5. PROJECT NO. (# applicable)
U.S. EPA Region IV Procurement Section 14th Forsyth St., SW Atlanta, GA 30303	Floor Atlanta Federa	I Center			DE
8. NAME AND ADDRESS OF CONTRAC	TOR (No., street, county, State and Zi	P Code)		(Z) 9A AMENDMENT	OF SOLICITATION NO.
INTEGRATED LABORATOR SYSTEM P.O. BOX 13501	•			9B. DATED (SEE ITEM)	
Research Triangle Park (Ind Area), NC 27709	dustrial		·	NO. 68-W-01-009 T 108. DATED (SEE ITEM	
CODE FACILITY CODE				02/01/01	
[] The above numbered solicitation is	11. THIS ITEM O	NLY APPLIES TO AM	ENDMENTS	OF SOLICITATIONS	
2. ACCOUNTING AND APPROPRIATION See the section, Accounting	/Appropriation Data, 13. THIS ITEM APPLI	ES ONLY TO MODIFIC	CATIONS OF	CONTRACTS/ORDERS.	
A. THIS CHANGE ORDER IS TRACT ORDER NO. IN IT	ISSUED PURSUANT TO: (Specif	CONTRACT/ORDER by authority) THE CHANGES	SET FORTH IN	CRIBED IN ITEM 14. ITEM 14 ARE MADE IN THE CON-	
X appropriation data, etc.) SET F	ON IN IN ITEM 14, PURSUANT	TO THE AUTHORITY OF F	AR 43.103(b).	CHANGES (such as changes in paying offi	26,
	REEMENT IS ENTERED INTO F	PURSUANT TO AUTHORIT	Y OF:		
D. OTHER (Specify type of modifi	cation and authority)				
MPORTANT: Contractor [X] is n		this document and return	copies	to the issuing office.	
N. DESCRIPTION OF AMENDMENT/MODIF INCREMENTAL FUNDING OF \$20,0	GCATION (Organized by UCF section 00.00.	headings, including solicitation/	contract subject m	stler where fessible.)	
•	•		•		
cept as provided herein, all terms and co d effect.	nditions of the document refer	enced in Item 9A or 10A, a	s heretofore c	hanged, remains unchanged and in	full force
A. NAME AND TITLE OF SIGNER (Type o	or print)		ł	AND TITLE OF CONTRACTING OF	RCER (Type or print)
B. CONTRACTOR/OFFEROR		15C DATE SIGNED	16B. UNIT	ED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign) N 7540-01-152-8070		<u> </u>	الم	Signature of Contracting Officer	DEC 1 0 2001
		30-	105		STANDARD FORM SO (DEV 40 00)

Prescribed by QSA FAR (48 CFR) 52.243

Contract: 68-W-01-009, Task Order: 0003, Mod: 0004

Lead PR Number: PR-R4-02-10047

Summary Information

Title:

SF QA/QC Support

Period of Performance:

From: 02/01/01

01/31/02

Award Date:

02/01/01

Total Funding:

\$172,000.00

Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org	. •	Site/ Project	Cost Org	Obj Clss	Amount	P / C	
F0R023	02	T	72F	50102D	HQ00LA00		2505	\$20,000.00	C	

Funding Breakout

	•		
Acct.Info	Funding Category	Amount	Dadaya
	Estimated Cost Fixed Fee		Redacted Exemption 4, CBI
	Total:	\$46,200.00	
FY2001 - F0R051	Estimated Cost Fixed Fee	• • •	
	Total:	\$46,200.00	
FY2001 - F0R086	Estimated Cost Fixed Fee		•
	Total:	\$39,600.00	
FY2002 - F0R005	Fixed Fee		•
·	Total:	\$20,000.00	
FY2002 - F0R023	Estimated Cost Fixed Fee		
	Total:	\$20,000.00	·

[M] - Modified

[A] - Added

	MENDMENT OF COLUCIES	710111110	71011 05 00:		1. CONTRACT ID CODE	PAGE OF PAGES
	MENDMENT OF SOLICITA					
2. AMENI	DMENT/MODIFICATION NO.	3. EFFECTIVE 0	DATE	4. REQUIS	TION/PURCHASE REQ. NO.	5. PROJECT NO. (# applicable)
6. ISSUE	D BY C	ODE		_	TERED BY (If other than item 6) CO	DE .
U.S. EF	PA Region IV			7		
Procur 61 Fors	ement Section 14th Floor a syth St., SW a, GA 30303	Atlanta Federal	Center			
8. NAME	AND ADDRESS OF CONTRACTOR (No.,	street, county, State and ZIP	Code)		(/) 9A. AMENDMENT OF	SOLICITATION NO.
					()	
	RATED LABORATORY					
SYSTE	***				9B. DATED (SEE ITEM 1	ŋ
P.O. BO	OX 13501		•			
Resear	ch Triangle Park (Industria	ai			✓ 10A MODIFICATION (OF CONTRACT/ORDER
	NC 27709				NO.	OF CONTRACTIONDER
					68-W-01-009 T	
					10B. DATED (SEE ITEM 02/01/01	19
CODE FA	CILITY CODE				02/01/01	
			NLY APPLIES TO AME			
	above numbered solicitation is amended at acknowledge receipt of this amendme				•	
MENT TO E IN REJECT letter, prov	or (c) By separate letter or telegram what RE RECEIVED AT THE PLACE DESIGNATION OF YOUR OFFER. If by virtue of the ided each telegram or letter makes referenced and APPROPRIATION DATA (M. Section, Accounting/Appring 12	TED FOR THE RECEIP is amendment you des rence to the solicitation required)	TOF OFFERS PRIOR TO I ire to change an offer aire n and this amendment, and in the attachmen	t on Page	DATE SPECIFIED MAY RESULT such change may be made by teletior to the opening hour and date st	gram or
	13.		ES ONLY TO MODIFIC CONTRACT/ORDER N			
(√)	A. THIS CHANGE ORDER IS ISSUED TRACT ORDER NO. IN ITEM 10A					
x	B. THE ABOVE NUMBERED CONTRA appropriation date, etc.) SET FORTH IN	ACT/ORDER IS MODIFIE I ITEM 14, PURSUANT	ED TO REFLECT THE ADM TO THE AUTHORITY OF FA	IINISTRATIVE (AR 43.103(b).	CHANGES (such as changes in paying off	ce,
	c. THIS SUPPLEMENTAL AGREEME	NT IS ENTERED INTO I	PURSUANT TO AUTHORIT	Y OF:	· · · · · · · · · · · · · · · · · · ·	
	D. OTHER (Specify type of modification and	l authority)				
E. IMPORT	FANT: Contractor [X] is not,	[] is required to sign	this document and return	conies	to the issuing office.	
14. DESCRI	IPTION OF AMENDMENT/MODIFICATION	N (Organized by UCF section	headings, including solicitation/c		etter where feesible.)	
increme	ental funding of \$20,000 an	nd listing of TO	CORs.			•
					•	
Except as p	rovided herein, all terms and conditions	s of the document refer	enced in Item 9A or 10A, a	s heretofore c	hanged, remains unchanged and in	full force
and enect.	EAND TITLE OF SIGNER (Type or print)			 		
				16A. NAME	AND TITLE OF CONTRACTING OF	"FILEK (Type or print)
15B. CON	TRACTOR/OFFEROR				IAMISON	
CON	TONO TONOFFERON		15C DATE SIGNED	16B. Uffitt	ED STATES OF AMERICA	16C. DATE SIGNED
	(Signature of person authorized to sign)	 		1 500	m Jamison	- 10-18-01
NSN 7540-01			30	-105	Signature of Contracting Officer	STANDARD FORM 20 (REV 10-83)

FAR (48 CFR) 52.243

Contract: 68-W-01-009, Task Order: 0003, Mod: 0003

Lead PR Number: PR-R4-02-10014

Summary Information

Title:

SF QA/QC Support

Period of Performance:

From: 02/01/01 To:

Award Date:

01/31/02

02/01/01

Total Funding:

\$152,000.00

Accounting/Appropriation Data

The following item(s) have been added:

•										P
DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Clss	Amount		/ C
F0R005	02	т	72F	50102D	HQ00LA00		2505		\$20,000.00	_ C

Funding Breakout

			•
Acct.Info	Funding Category	Amount	Redacted
FY2001 - F0R007	Estimated Cost Fixed Fee		Exemption 4, CBI
	Total:	\$46,200.00	
FY2001 - F0R051	Estimated Cost Fixed Fee		
·	Total:	\$46,200.00	
FY2001 - F0R086	Estimated Cost Fixed Fee		
	Total:	\$39,600.00	
FY2002 - F0R005	Estimated Cost Fixed Fee		
	Total:	\$20,000.00	•

[M] - Modified

[A] - Added

Approved Task Order Contracting Officer Representatives (TOCORs) to give technical direction:

Elmer Akin, Denise Goddard, Cindy Gurley, Jack McConney, and Lynn Wellman.

AN	MENDMENT OF SOLICITA	TION/MODIFICA	TION OF CONTR	ACT	1. CONTR	ACT ID CODE	PAGE OF PAGES
	MENT/MODIFICATION NO.	3. EFFECTIVE D	ATE			HASE REQ. NO.	5. PROJECT NO. (# applicable)
0002	A BV	07/11/01		PR-R4-0			
6. ISSUED		CODE		-/. ADMINIS	SIEHED BY (If other than item 6) CODE	•
	A Region IV	AA1A- F11	0				
	ement Section 14th Floor	Atianta Federai	Center				
	yth St., SW						
Atlanta,	, GA 30303						
8. NAME A	AND ADDRESS OF CONTRACTOR (No.	street, county, State and ZIP (Code)		(1)	9A. AMENDMENT OF SC	DLICITATION NO.
•	, ,	•	•		(,	1	
INTEGR	RATED LABORATORY						
SYSTE	M					9B. DATED (SEE ITEM 11)	
	X 13501						
	ch Triangle Park (Industri	al			1	10A. MODIFICATION OF	CONTRACT/ORDER
Area), N	IC 27709					NO.	# 2
						68-W-01-009 TO	
						02/01/01	1
CODE FAC	CILITY CODE					1201/01	
		11. THIS ITEM OF	NLY APPLIES TO AME	NDMENTS	OF SOLICI	TATIONS	
[] The al	bove numbered solicitation is amende	d as set forth in Item 14	. The hour and date speci	fied for receip	t of Offers	[] is extended, [] is no	ot extended.
Offers must	acknowledge receipt of this amendm						
	pleting Items 8 and 15, and returning _ or (c) By separate letter or telegram w		nendment; (b) By acknowl				
	E RECEIVED AT THE PLACE DESIGNA						
	ON OF YOUR OFFER. If by virtue of the						
letter, provi	ded each telegram or letter makes refe	erence to the solicitation	and this amendment, and	ı is received p	rior to the of	pening nour and date spe	ecnied.
12. ACCOU	NTING AND APPROPRIATION DATA (H	required)					
See the	section, Accounting/App	ropriation Data,	in the attachmen	t on Page	2.		
	13		ES ONLY TO MODIFIC			•	
			CONTRACT/ORDER				
<u>(√)</u>	A. THIS CHANGE ORDER IS ISSUED TRACT ORDER NO. IN ITEM 10A		y authority) THE CHANGES	SETFORTHIN	IIIEM 14 AH	E MADE IN THE CON-	•
	B. THE ABOVE NUMBERED CONTR appropriation date, etc.) SET FORTH II				CHANGES (s	uch as changes in paying office	
X				A. 1 40. 100 (D).			
	C. THIS SUPPLEMENTAL AGREEM	ENT IS ENTERED INTO F	PURSUANT TO AUTHORIT	Y OF:			
	D OTHER (Secretary time of modification on				·······		***************************************
	D. OTHER (Specify type of modification an	d authority)					
							
E. IMPORT	ANT: Contractor [X] is not,	[] is required to sign	this document and return	copie:	s to the issui	ing office.	
14. DESCRI	PTION OF AMENDMENT/MODIFICATIO	N (Organized by UCF section	headings, including solicitation/	contract subject m	atter where fee	sible.)	
Increme	ental funding of \$39,600.0	0					
	•						
		•					
						•	•
	rovided herein, all terms and condition	ns of the document refer	renced in Item 9A or 10A, a	as heretofore (changed, ren	nains unchanged and in i	full force
and effect.	EAND TITLE OF CIONED			Test	F 41.5 E		MACO
15A. NAM	EAND TITLE OF SIGNER (Type or print)			16A. NAM	E AND TITL	E OF CONTRACTING OF	riuch (Type or print)
			•	SAM R.	JAMISO	N.	
15B. CON	TRACTOR/OFFEROR		15C DATE SIGNED	100 000 000	7	OF AMERICA	16C. DATE SIGNED
			1	1	im	1	
	(Signature of person authorized to sign)	· · · · · · · · · · · · · · · · · · ·		1 -X	(Signature of C	antracting Officer)	17-17-01
NSN 7540-01	-152-8070		30	2-105	17	-	STANDARD FORM 30 (REV 10-83)
PREVIOUS E	DITION UNUSABLE						Prescribed by GSA FAR (48 CFR) 52.243

Contract: 68-W-01-009, Task Order: 0003, Mod: 0002 Lead PR Number: PR-R4-01-10485

Summary Information

Title: SF QA/QC Support

Period of Performance: From: 02/01/01 To: 01/31/02 Award Date: 02/01/01

Total Funding: \$132,000.00

Accounting/Appropriation Data

The following item(s) have been added:

									P
				Program	Site/	Cost	Obj		/
DCN	BFYS	Appr.#	Org	Element	Project	Org	Clss	Amount	С
									_
F0R086	01	T	72F00LA	50102D	HO00LA00		2505	\$39,600.00	C

Funding Breakout

Acct.Info	Funding Category	Amount	Redacted
FY2001 - F0R007	Estimated Cost Fixed Fee		Exemption 4, CBI
	Total:	\$46,200.00	
FY2001 - F0R051	Estimated Cost Fixed Fee		
	Total:	\$46,200.00	
FY2001 - FÓR086	Estimated Cost Fixed Fee		
	Total:	\$39,600.00	

[M] - Modified

[A] - Added

EFFECTIVE DATE: //08/01 A Federal Center Ty, State and ZIP Code; HIS ITEM ONLY APPLIES TO / orth in item 14. The hour and date she of the hour and date specified in the pies of the amendment; (b) By acksides a reference to the solicitation as	PR-R4-0 7. ADMINIS AMENDMENTS Corpectfied for receipt a solicitation or as a nowledging receipt nowledging receipt nowledging receipt a solicitation or as a nowledging receipt nowledgi	OF SOLICI of Offers [9A. AMENDMENT OF SO 9B. DATED (SEE ITEM 17) 10A. MODIFICATION OF NO. 68-W-01-009 TO 10B. DATED (SEE ITEM 17) 02/01/01 TATIONS] is extended, [] is no one of the following metal.	OLICITATION NO. F CONTRACT/ORDER # 3 ot extended.
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orth in item 14. The hour and date so the hour and date specified in the opies of the amendment; (b) By acking a reference to the solicitation as	specified for receipt solicitation or as a nowledging receipt and amendment num	of Offers [02/01/01 TATIONS] is extended, [] is no one of the following met	ot extended.
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he solicitation and this amendment	aiready submitted, i, and is received pr	such change ior to the op	e may be made by telegra ening hour and date spe	am or ecified.
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ion Data, in the attachm	ent on Page	2		
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DIFIES THE CONTRACT/ORDE	ER NO. AS DESC	RIBED IN	ITEM 14.	
NT TO: (Specify authority) THE CHANG	ES SET FORTH IN	ITEM 14 ARI	MADE IN THE CON-	
·				•
R IS MODIFIED TO REFLECT THE	ADMINISTRATIVE C	HANGES (#	ich as changes in paying office	,
PURSUANT TO THE AUTHORITY C	OF FAR 43.103(b).			
ERED INTO PURSUANT TO AUTHO	DRITY OF:			
•				
t by UCF section headings, including solicita	tion/contract subject ma	tter where fees	(ble.)	
				,
	·			
Cument referenced in Hom 04 co 40	NA se hemister :		olan sanah	
Coment referenced at item 9A of 10	JA, as neretorore cr	ianged, remi	sins unchanged and in fi	uil force
	16A. NAME	AND TITLE	OF CONTRACTING OFF	ICER (Type or print)
	CASE D	2111001	•	
15C DATE CICHE				1400
DATE STURE		MA	To a second	16C. DATE SIGN
j	1(-//	$\mathcal{M}_{\mathbf{X}}$	umusan	1.5-8-2
		ignature øt Co	stracting Officer)	STANDARD FORM OF ARTHUR
				STANDARD FORM 30 (REV 10- Prescribed by GSA
	ment you desire to change an offer he solicitation and this amendment ion Data, in the attachmate and the at	ion Data, in the attachment on Page ion Data, in the attachment on Page TEM APPLIES ONLY TO MODIFICATIONS OF DIFIES THE CONTRACT/ORDER NO. AS DESC NT TO: (Specify authority) THE CHANGES SET FORTH IN ER IS MODIFIED TO REFLECT THE ADMINISTRATIVE C PURSUANT TO THE AUTHORITY OF FAR 43.103(b). TERED INTO PURSUANT TO AUTHORITY OF: uired to sign this document and return copies d by UCF section headings, including solicitation/contract subject ma	ment you desire to change an offer already submitted, such change he solicitation and this amendment, and is received prior to the option Data, in the attachment on Page 2. TEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTIONS ment you desire to change an offer already submitted, such change may be made by telegrine solicitation and this amendment, and is received prior to the opening hour and date specific prior to the opening hour and date specific prior to the opening hour and date specific prior to the opening hour and date specific prior to the opening hour and date specific prior to the opening hour and date specific prior to the opening hour and date specific prior to the attachment on Page 2. TEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, DIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14. NOT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACTION OF THE AUTHORITY OF FAR 43.103(b). TERED INTO PURSUANT TO AUTHORITY OF: TERED INTO PURSUANT TO AUTHORITY OF: THE CONTRACTION SOLICITIES TO THE AUTHORITY OF: THE CONTRACTION OF THE AUTHORITY OF THE AUTHORITY Where feesable.) THE CONTRACTION OF THE AUTHORITY OF THE AUTHO	

Contract: 68-W-01-009, Task Order: 00003, Mod: 0001

Lead PR Number: PR-R4-01-10434

Summary Information

Title:

SF QA/QC Support

Period of Performance:

From: 02/01/01

Award Date:

01/31/02

02/01/01

Total Funding:

\$92,400.00

Accounting/Appropriation Data

The following item(s) have been added:

								•		P
				Program	Site/	Cost	Obj			/
DCN	BFYS	Appr.#	Org	Element	Project	Org	Clss	Amount		С
										_
F0R051	01	T	72F	50102D	HQ00BM00		2505		\$46,200.00	P

Funding Breakout

Acct.Info 	Funding Category Estimated Cost Fixed Fee	Amount	Redacted Exemption 4, CBI
	Total:	\$46,200.00	
FY2001 - F0R051	Estimated Cost Fixed Fee		
	Total:	\$46,200.00	

[M] - Modified

[A] - Added

Procurement Management Roles

The following item(s) have been added:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: JOHN S. HALL COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8615

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: ARCHIE L. LEE COLLEGE STATION RD

Contract: 68-W-01-009, Task Order:00003, Mod: 0001

Lead PR Number: PR-R4-01-10434

ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8623

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: JOHN P. MCCONNEY COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8555

Fax Number: E-Mail Address:

		RDER FOR								PAGE 1	OF I 9	PAGES
1.DATE OF OR	: Mark all packages	and papers with 2. CONTRACT 68-W-01-0	contract and/or	order n	3. ORDE	R NO.			4.RE	QUISITION/REF HQ-00-10658	1 -	NO.
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Prescribed by GSA FAR(48 CFR) 53.213(e)

January 26, 2001 (10:52AM)

Statement of Work Task Order No. 003 <u>OA/OC Support</u> Period of Performance 2/1/2001 - 1/31/2002

PURPOSE

The purpose of this Task Order (TO) is to provide Superfund quality assurance (QA) and quality control (QC) data review/validation of biological/risk assessments and review of other analytical QA-related documents, such as QA Project Plans (QAPPs) and Sampling and Analysis Plans, or analytical methodologies, technical support to EPA for laboratory/field review and data validation of oversight programs.

The contractor shall perform and provide data review support services to the EPA Region 4 or other government entities under the provisions of the contract Statement of Work (SOW) Task Area IV, QA/QC Support. See Attachment 1 QA/QC & Risk Assessment Support for Region 4's expected number of requests for each task listed below.

STATEMENT OF WORK:

Task 1: Task Order Management:

The contractor shall track the status of tasks, labor hours and costs for each task under this TO, including each site-specific project, in accordance with the contract Attachment 2, Reports of Work Page 2-1 of 5, and a SOP to be submitted by the contractor for EPA approval. Program management costs shall be broken out from other costs in the financial report. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with weekly reports of the above-referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a TDF.

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this TO through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO.

The contractor shall peer review deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assume that each deliverable is accurate and complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the

completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall implement its quality assurance program in accordance with its EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2. The contractor shall prepare a Quality Assurance Project Plan (QAPP) according to the requirements outlined in EPA QA-R5 for activities under this TO involving environmental measurements within the time frames specified in the approved Work Plan for this TO. The contractor shall revise its QMP and QAPP in accordance with task requirements or as required by EPA through the issuance of a TDF.

The contractor shall implement a health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The contractor shall revise its Health and Safety plan as needed to assure that all requirements specified above are addressed or in the contract Attachment 2, Reports of Work.

Deliverables:

The contractor shall submit all reports defined in the contract Attachment 2, Reports of Work.

The contractor shall submit to the Contracting Officer (CO), PO, and TOPO an SOP for tracking activities under this task with the TO Work Plan for EPA approval.

The contractor shall submit to the PO and TOPO weekly reports of the status of tasks and costs under this TO.

The contractor shall submit to the PO and TOPO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved in the Work Plan for this TO. The contractor shall submit to the PO and TOPO any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified in the contract Attachment 2, Reports of Work for this TO.

Task 2: Preparation and Review of Biological Assessments

The contractor shall provide QA/QC technical reviews of RI/FS work plans, RI/FS reports, risk assessment reports and RODs developed during remediation or pre-remediation activities in accordance with prescribed U.S. EPA Region 4 procedures. The Contractor shall perform the following activities in accordance the with following guidance documents: Ecological Risk Assessment Guidance for Superfund: Process for Designing and Conducting Ecological Risk Assessments, (review draft) EPA/ERT 9/26/94; Supplemental Guidance to RAGS: Region IV Bulletins for Ecological Risk Assessments, EPA/OHA 11/95 to any and all revisions. Occasional site visits to conduct site assessments and participate in sample collection efforts in support of the ecological risk assessments shall be required. Travel to provide on-site assessment and attend meetings concerning certain sites may be required.

Deliverables:

Critical technical review of documents that include and relate to the ecological risk assessment for

hazardous waste sites as defined in the guidence doucments and the TDFs issued by EPA.

Task 3: Preparation and Review of Quality Assurance Related Documents or Materials:

The contractor shall prepare/review QAPPs and/or sampling and analysis plans for EPA and ESAT conducted projects according to the EPA guidance documents, EPA QA/R-5: EPA Requirements for Quality Assurance Project Plans; EPA QA/G-9: Guidance for the Data Quality Assessment: Practical Methods for Data Analysis; and EPA QA/G-4HW: Guidance for the Data Quality Objectives Process for Hazardous Waste Sites.

The contractor shall provide technical support to EPA in the review, development, and/or revision of QA-related documents as specified in TDFs. These documents may include SOPs, procedural documents, scopes of work, operating guidelines, analytical summaries and tables, functional guidelines, and data validation manuals.

The contractor shall conduct scientific and technical review on EPA SOPs, manuscripts, data compilations, review articles, technical papers prepared for journal publication, and scientific/technical products.

The contractor shall provide evaluation of specialized computer systems to be utilized to perform or support task-related activities, such as loading existing analytical data into EPA supplied software and generating reports or conducting electronic data assessments/validation.

The contractor may be tasked to provide review and assessment of field screening and fixed laboratory conformational data and split sampling data to determine data comparability.

The contractor shall perform data review for the regional data validation oversight program.

The contractor shall provide technical support to the EPA in the review of CLP, non-CLP, PRP, and state laboratory performance in the analysis of samples for EPA environmental programs and in the review of PRP, state, and field contractor performance of field sampling/analytical activities. This technical support may require the contractor to review and track applicable documents and electronic media to determine if laboratory and/or field activities have been performed in accordance with EPA-approved requirements and specifications. The contractor may be required to provide on-site technical support to EPA at designated laboratories or sites.

Deliverables:

The contractor shall prepare and submit to the TOPO the QAPPs or S&A Plans in the format specified in the guidance documents and/or submit findings of the reviews as defined in the TDF.

The contractor shall submit to the applicable TOPO and/or project officer (PO) documents prepared and a complete report of its review of documents and data performed under this Task Area, in the format specified. This may require the submission of electronic deliverables, data tables, notes of meetings and site visits, and research materials and/or references. The contractor may be required to summarize document revisions. At times, multiple copies of documents/deliverables may be required. The contractor shall revise and resubmit documents in accordance with EPA requirements specified in the TDF.

Task 4: Training:

The contractor shall attend vendor-specific training in new technologies or specialty equipment/instruments and other EPA-specific training relating to the analysis of environmental samples, in accordance with Task Area V of the contract SOW. This may include training related to analytical instrumentation, risk assessments, quality assurance, software or other related material. All training shall be performed only upon prior issuance of a TDF, specifying the nature of and schedule for training and deliverables.

Task 6: EPA Sponsored Meetings/Workshops/Conferences

If this Task Order requires Contractor support for an EPA sponsored meeting, workshop, or conference, the following shall apply:

EPA meetings shall be held in Federal facilities whenever available. EPA is required to notify GSA when the Agency has a short term need for meeting facilities and such facilities are not available within the Agency [FPMR 101-17.101-4]. The EPA PO will determine and then advise the Contractor when Federal facilities are not available. The PO will also notify GSA or the appropriate authority and advise the Contractor if the space cannot be provided..

Except for Contractor or subcontractor personnel necessary for performance of the work called for by this Task Order, the cost of travel, food, lodging, etc. for other participants or attendees shall not be an allowable cost under this contract.

The cost of beverages, food, refreshments, etc. consumed by the participants or attendees shall not be an allowable charge under this contract.

Registration fees must be approved prior to attendance by the Contracting Officer. (If approved, fees collected must be accounted for and turned over to the EPA Finance Office. They may not be used to offset any of the cost for performing the contract.) For this Task Order, no registration fees are approved.

Attachment 1
QA/QC & Risk Assessment Support

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NSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE 30-105

STANDARD FORM 30 (REV 10-83) Presented by GEA FAR (48 CFR) 52.243

DATA VALIDATION/DATA SUPPORT

Contract: 68-W-01-009, Task Order: 0002, Mod: 0004

Summary Information

Title:

DATA VALIDATION/DATA SUPPORT

Period of Performance:

From: 02/01/01 To:

Award Date:

02/28/02

02/01/01

Total Funding:

\$531,280.00

Summary Changes

The anticipated expiration date has changed from 01/31/02 to 02/28/02.

Funding Breakout,

Acct.Info	Funding Category	Amount	Redacted
FY2001 - F0R007	Estimated Cost Fixed Fee		Exemption 4, CBI
	Total:	\$179,025.00	
FY2001 - F0R051	Estimated Cost Fixed Fee		
	Total:	\$179,025.00	
FY2001 - F0R086	Estimated Cost Fixed Fee	•	
	Total:	\$153,450.00	
FY2002 - DT2021	Estimated Cost Fixed Fee		
	Total:	\$19,780.00	

[M] - Modified

[A] - Added

A	MENDMENT OF SOLICITA	TION/MODIFICA	ATION OF CONTR	RACT	. CONTR	ACT ID CODE	PAGE OF PAG	ES
	DMENT/MODIFICATION NO.	3. EFFECTIVE C	DATE			HASE REQ. NO.	5. PROJECT I	NO. (# applicable)
0003	D = 2	01/09/02			2-10066		 	
6. ISSUE		ODE		-/. ADMINI	SIERED BY	(Nother then item 6) CODE	·	
	ement Section, 14th Floor,	SNAEC					•	
	ement section, 14th Floor, syth St, SW	SHAFC					•	
	i, GA 30303				•	•	•	
Atlanta	, aa 00000					·		
8. NAME	AND ADDRESS OF CONTRACTOR (Ma.,	street, county, State and ZIP	Code)		(V)	9A. AMENDMENT OF	FSOLICITATION	NO.
INTEG	RATED LABORATORY		•					
SYSTE					i	9B. DATED (SEE ITEM 17)		
	OX 13501				İ			
		_						
	ch Triangle Park (Industria	ıİ			1	10A. MODIFICATION OF	CONTRACT/OR	DER
Area), I	NC 27709				İ	NO. 68-W-01-009 TO	# 2	
	•					10B. DATED (SEE ITEM 13)		
						02/01/01	•	
CODE FA	CILITY CODE							
			NLY APPLIES TO AM					
••	above numbered solicitation is amended at acknowledge receipt of this amendme		-	-	• •			
letter, provi	ION OF YOUR OFFER. If by virtue of this ided each telegram or letter makes referenced and APPROPRIATION DATA (II in Section, Accounting/Appropriation)	ence to the solicitation	n and this amendment, an	id is received p	rior to the op			
See the			ES ONLY TO MODIFIC			TE/ODDEDE		
	10.	IT MODIFIES THE	CONTRACT/ORDER	NO. AS DES	CRIBED IN	ITEM 14.		
(/)	A. THIS CHANGE ORDER IS ISSUED TRACT ORDER NO. IN ITEM 10A							
X	B. THE ABOVE NUMBERED CONTRA appropriation date, etc.) SET FORTH IN	CT/ORDER IS MODIFIE ITEM 14, PURSUANT T	ED TO REFLECT THE ADI	MINISTRATIVE (FAR 43.103(b).	CHANGES (#	uch as changes in paying office,	.	
	C. THIS SUPPLEMENTAL AGREEMEN	IT IS ENTERED INTO P	PURSUANT TO AUTHORIT	TY OF:				
	D. OTHER (Specify type of modification and	authority)						
	<u> </u>							
			his document and return		to the Issul	•		
14. DESCRI	PTION OF AMENDMENT/MODIFICATION	(Organized by UCF section	headings, including solicitation	/contract subject m	etter where fees	sible.)		
increme fully fun	ental funding in the amount lds this Task Order.	t of \$19780.00 is	s hereby added.	This actio	n			
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except as part of the contract	rovided herein, all terms and conditions	of the document refere	enced in Item 9A or 10A,	as heretofore c	hanged, rem	ains unchanged and in fo	ull force	
SA JAN	EAND TITLE OF SIGNER (Tymer, min)			15A. NAM	E AND TITLE	OF CONTRACTING OFF	ICER (Dipo or point)	
				CHARLE	SK.HA	YES		•
ISB. CON	TRACTOR/OFFEROR		15C DATE SIGNED			OF AMERICA	160	. DATE SIGNED
•	(Signeture of person authorized to sign)		1 .		erles_	(· */a/s	1.1	AN 9 2002
ISN 7540-01			.1	<u> </u>	Signature of Co	ontracting Office)		RM 30 (REV 10-83)
			•					(

FAR (48 CFR) 52.243

DATA VALIDATION/DATA SUPPORT

Contract: 68-W-01-009, Task Order: 0002, Mod: 0003

Lead PR Number: PR-R4-02-10066

Summary Information

Title:

DATA VALIDATION/DATA SUPPORT

Period of Performance:

From: 02/01/01

To:

01/31/02

Award Date:

02/01/01

Total Funding:

\$531,280.00

Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org		Site/ Project	Cost Org	Obj Clss	Amount	/ C
DT2021	02	T	4AD0P	50102D	04WQLA00	C009	2505	\$19,780.00	P

Funding Breakout

Acct.Info	Funding Category	Amount	.
FY2001 - F0R007	Estimated Cost Fixed Fee		Redacted Exemption 4, CBI
	Total:	\$179,025.00	••• •• · · · · · · · · · · · · · · · ·
FY2001 - F0R051	Estimated Cost Fixed Fee		
	Total:	\$179,025.00	
FY2001 - F0R086	Estimated Cost Fixed Fee		
	Total:	\$153,450.00	
FY2002 - DT2021	Estimated Cost Fixed Fee		
	Total:	\$19,780.00	

[M] - Modified

[A] - Added

AMENDAENTHAODICIOATION	N/MODIFICATION OF CON		·	PAGE OF PAGES		
AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE 07/11/01	4. REQUISITION/PUR PR-R4-01-1048		5. PROJECT NO. (# applicable)		
ISSUED BY CODE	0771701		RED BY (if other then item 6) CODE			
.S. EPA R4			(HOME DEFINENCE)	<u>.</u>		
rocurement Section, 14th Floor, SN	IAFC		•			
1 Forsyth St, SW						
tlanta, GA 30303						
NAME AND ADDRESS OF THE PARTY O						
NAME AND ADDRESS OF CONTRACTOR (No., street,	county, State and ZIP Code)	(√)	9A. AMENDMENT OF	SOLICITATION NO.		
NTEGRATED LABORATORY						
YSTEM		İ	9B. DATED (SEE ITEM 1	ıη		
.O. BOX 13501			l	•		
esearch Triangle Park (Industrial		1		OF CONTRACT/ORDER		
rea), NC 27709			NO. 68-W-01-009 T	O# 2		
·			10B. DATED (SEE ITEM			
			_02/01/01	•••		
DDE FACILITY CODE			<u> </u>			
11. [] The above numbered solicitation is amended as s	THIS ITEM ONLY APPLIES TO	AMENDMENTS OF SOLIC	ITATIONS			
e the section, Accounting/Appropr	iation Data, in the attachm		070/007			
ee the section, Accounting/Appropr 13. THI IT N (/) A. THIS CHANGE ORDER IS ISSUED PURS TRACT ORDER NO. IN ITEM 10A	iation Data, in the attachm IS ITEM APPLIES ONLY TO MODI MODIFIES THE CONTRACT/ORDE SUANT TO: (Specify authority) THE CHANG	IFICATIONS OF CONTRA ER NO. AS DESCRIBED I EES SET FORTH IN ITEM 14 A	N ITEM 14. RE MADE IN THE CON-			
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DATA VALIDATION/DATA SUPPORT

Contract: 68-W-01-009, Task Order: 0002, Mod: 0002

Lead PR Number: PR-R4-01-10484

Summary Information

Title:

DATA VALIDATION/DATA SUPPORT

Period of Performance:

From: 02/01/01 To:

01/31/02

Award Date:

02/01/01

Total Funding:

\$511,500.00

Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org	Program Element	Site/ Project	Cost Org	Obj Clss	Amount	1	P / C
										_
F0R086	01	T	72F00LA	50102D	HQ00LA00		2505	\$153,450.00	, .	P

Funding Breakout

Acct.Info	Funding Category	Amount	Redacted
FY2001 - F0R007	Estimated Cost Fixed Fee		Exemption 4, CBI
	Total:	\$179,025.00	
FY2001 - F0R051	Estimated Cost Fixed Fee		
	Total:	\$179,025.00	
FY2001 - F0R086	Estimated Cost Fixed Fee		
	Total:	\$153,450.00	

[M] - Modified

[A] - Added

AMENDMENT/MODIFICATION NO.	N/MODIFICATION OF C		SITION/PHIP	CHASE REQ. NO.	5. PROJECT NO. (If applicable)	
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S. EPA R4						•
ocurement Section, 14th	Floor, SN	AFC	ľ			
Forsyth St, SW			1			
lanta, GA 30303			,			
NAME AND ADDRESS OF CONTRACT	FOR (No., street,	county, State and ZIP Code)		(1)	9A. AMENDMENT OF S	OLICITATION NO.
TEGRATED LABORATOR	v				1	
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D. BOX 13501					OS. OKTED (SEE TEM TI)	
search Triangle Park (Inc	lustrial					
ea), NC 27709	ia:			'	10A. MODIFICATION OF	CONTRACT/ORDER
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DATA VALIDATION/DATA SUPPORT

Contract: 68-W-01-009, Task Order:00002, Mod: 0001

Lead PR Number: PR-R4-01-10433

Summary Information

Title:

DATA VALIDATION/DATA SUPPORT

Period of Performance:

From: 02/01/01

To:

01/31/02

Award Date:

02/01/01

Total Funding:

\$358,050.00

Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#	Org		Site/ Project	Cost Org	Obj Clss	Amount		P / C
F0R051	01	T	72F	50102D	HQ00BM00		2505		\$179,025.00	P

Funding Breakout

Acct.Info	Funding Category	Amount	
FY2001 - F0R007	Estimated Cost Fixed Fee	·	Redacted Exemption 4, CBI
	Total:	\$179,025.00	-
FY2001 - F0R051	Estimated Cost Fixed Fee		
	Total:	\$179,025.00	

[M] - Modified

[A] - Added

Procurement Management Roles

The following item(s) have been added:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: DEBORAH A. COLQUITT

COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8804

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: JOHN P. MCCONNEY COLLEGE STATION RD

DATA VALIDATION/DATA SUPPORT

Contract: 68-W-01-009, Task Order:00002, Mod: 0001

Lead PR Number: PR-R4-01-10433

ATHENS, GA

30613

Mail Code:

Phone Number: 706-355-8555

Fax Number: E-Mail Address:

Subcontractor Consent

The following item(s) have been added:

Name	Type .	Amount
MANTECH ENVIR.	Cost-Plus-Fixed-Fee	\$255,607.00

	ORDER FOR S	SUPPLIES OR S	ERVICE	S			PAGE (DF 10	PAGES
IMPORTANT	: Mark all packages and papers with o	contract and/or order	numbers. B. ORDER	NO		4 BEO	UISITION/REFE		NO.
02/01/01	68-W-01-00			PR-⊦	IQ-00-10658	neive	10.		
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January 26, 2001 (10:51AM)

Statement of Work Task Order No. 002 <u>Data Validation/Data Entry Support</u> Period of Performance 2/1/2001 - 1/31/2002

PURPOSE

The purpose of this Task Order (TO) is to provide Superfund data review/validation and data entry support to the EPA Region 4 Science Ecosystem Support Division (SESD). The contractor shall perform and provide data review support services to the EPA Region 4 or other government entities under the provisions of the contract Statement of Work (SOW) Task Area II, Data Review and Task Area III: Analytical Logistical Support. See Attachment 1 Data Review for Region 4's expected number of requests for each task listed below. The Contractor shall perform the following activities in accordance with following guidance documents: the National Functional Guidelines for Data Review, Organic, EPA-540/R-99-008 (PB99-963506) October 1999, Inorganic, dated February 1994, and Region IV National Contract Laboratory Program (CLP) Data Review SOP, Revision 2.1 July 1999, Data Validation SOP for PCDD/PCDF by HRGC/HRMS Revision 2.0, dated October 1998, or any and all revisions of these documents. The guidelines, above, are available through the Internet at the following addresses:

CLP: http://www.epa.gov/superfund/programs/clp/guidance.htm Region N: http://www.epa.gov/region/ses/dses/dpub_guidance.html

STATEMENT OF WORK:

TASK 1: Task Order Management:

The contractor shall track the status of tasks, labor hours and costs for each task under this TO, including each site-specific project, in accordance with the contract Attachment 2, Reports of Work Page 2-1 of 5 and a SOP to be submitted by the contractor for EPA approval. Program management costs shall be broken out from other costs in the financial report. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with weekly reports of the above-referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a Technical Direction Form (TDF).

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this TO through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate, complete, technically sound, and free of clerical errors. A

copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall implement its quality assurance program in accordance with its EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2. The contractor shall prepare a Quality Assurance Project Plan (QAPP) according to the requirements outlined in EPA QA-R5 for activities under this TO involving environmental measurements within the time frames specified in the approved Work Plan for this TO. The contractor shall revise its QMP and QAPP in accordance with task requirements or as required by EPA through the issuance of a TDF.

The contractor shall implement a health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The contractor shall revise its Health and Safety plan as needed to assure that all requirements specified above are addressed.

Deliverables:

The contractor shall submit to the Contracting Officer (CO), PO, and TOPO an SOP for tracking activities under this task with the TO Work Plan for EPA approval.

The contractor shall submit to the PO and TOPO weekly reports of the status of tasks and costs under this TO.

The contractor shall submit to the PO and TOPO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved in the Work Plan for this TO. The contractor shall submit to the PO and TOPO any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified in the approved Work Plan for this TO.

Task 2: Data Validation:

The contractor shall conduct technical review and validation of analytical data generated through the Contract Laboratory Program (CLP), regional laboratory contracts, EPA regional laboratory, potentially responsible parties (PRPs). EPA field contractors, and other sources. EPA expects to request a comparison of the results of full manual validation against the validation results provided by Computer Aided Data Review and Evaluation (CADRE) for approximately 5% of the cases. In addition, full manual review of the Low Concentration Organics cases are provided in Attachment 1 Data Review.

The review of all data and documentation shall determine whether technical and contract requirements were met. Data packages shall be validated using referenced SOPs per guidance. The contractor shall provide sample Data Reports Forms or Form 1s with target compound amounts reported as specified in SOPs and appropriate data qualifiers added. Audits and quality assurance data review of data packages and electronic deliverables (e.g., diskettes, CD-ROM) will be performed, documented and reported according to standard operating guidance listed. Data packages will be submitted to the contractor for validation by the Task Order Project Officer (TOPO) through TDFs. The TOPO will specify in the TDF the type of data validation required (i.e., CADRE or full manual data validation).

The contractor shall examine the package to determine if the required data and documentation are present. If information is missing, the contractor shall immediately notify the TOPO, through an interim deliverable listing the information required to complete the data validation. This includes tracking the status of data packages to include due dates, lateness, data validation reports, missing data for samples, PE samples or field QC samples.

The contractor shall perform electronic validation of deliverables (e.g., diskettes, CD ROM) or data packages using (including data packages generated electronically) electronic validation assessment software provided by the EPA, in accordance with the regional SOPs, TO and/or software documentation. The contractor shall follow the procedures described in the software program and SOPs to validate organic and inorganic data electronically for CLP data packages designated for electronic assessment/validation. This will include electronic validation of CLP organic and inorganic data packages, the upload of corrections based on the validation process, using CADRE, and the upload of validated data to CLP mainframe databases.

Upon completion of electronic validation, the contractor shall submit the required data validation report(s) to the TOPO within the time frames specified in the TO or TDF. When revisions or corrections are required, data validation documents, marked up Form I's, and/or data packages will be returned to the contractor with written directions indicating the necessary revisions/corrections in accordance with a TDF. The contractor shall make the necessary revisions/corrections and submit the corrected data validation report to the TOPO. The contractor shall update any electronic tracking system if required under the task order. The contractor shall transfer electronic data as specified in the SOW, TO, guidance or TDF.

The contractor shall produce reports summarizing statistical (or mathematically derived) information resulting from data validation and/or data review activities.. The type of information required by such reports shall include the number of samples for which data were rejected, estimated and/or the number of rejected/estimated analytes by fraction (volatiles, semivolatiles, pesticide/PCBs, dioxins, metals, cyanide, or other parameters). The contractor shall specify the reasons for qualification or rejection of analytical data and may be required to provide a statistical or mathematical summary of this information. Several quality indicators such as surrogate recoveries, holding time exceeded, adherence to initial and continuing calibration requirements, contamination issues, accurate identification and quantitation of target analytes, internal standard response factors, temperature/preservation requirements, % moisture content, volatile head space, matrix spike/matrix spike duplicate recoveries and precision, and evaluation of duplicate sample precision may be used to determine, on a mathematical or statistical basis, the overall quality of the analytical data set. To expedite this process, EPA may require the contractor to employ available/existing electronic data assessment TOPOs.

The contractor shall inventory CLP Sample Delivery Group and other data packages for completeness,

conduct evidentiary audits, repackage for archival storage, and transport analytical and QA-related data to/from designated records storage facilities in accordance with EPA requirements and SOPs at EPA facilities which may include EPA acquired off-site facilities. The contractor will be required to physically lift, move, and transport boxes of data and/or reports to EPA off-site facilities for data storage/archiving purposes as needed. All packages will be inventoried and boxed according to Federal Records Center requirements.

Task 3: Data Entry:

The contractor shall provide manual and/or electronic analytical data entry into R4LIMS and clerical support as required to complete technical and reporting requirements for all data review packages assigned by a TDF. This will include initial data entry and verification.

Task 4. Performance Evaluation (PE) Sample Preparation:

The contractor shall prepare/package samples, ship paperwork for PE spikes and blind blanks for CLP and other sampling events.

The contractor shall provide documentation and chain-of-custody paperwork for PE samples shipped to specified laboratories as stated in the TO, SOPs and by the TDF.

Task 5: Training:

The contractor shall attend vendor-specific training in new technologies or specialty equipment/instruments and other EPA-specific training relating to the analysis of data review, in accordance with Task Area V of the contract SOW. This may include training related to analytical instrumentation, data review technology, software or other related material. All training shall be performed only upon prior issuance of a TDF, specifying the nature of and schedule for training.

Task 6: EPA Sponsored Meetings/Workshops/Conferences

If this Task Order requires Contractor support for an EPA sponsored meeting, workshop, or conference, the following shall apply:

EPA meetings shall be held in Federal facilities whenever available. EPA is required to notify GSA when the Agency has a short term need for meeting facilities and such facilities are not available within the Agency [FPMR 101-17.101-4]. The EPA PO will determine and then advise the Contractor when Federal facilities are not available. The PO will also notify GSA or the appropriate authority and advise the Contractor if the space cannot be provided..

Except for Contractor or subcontractor personnel necessary for performance of the work called for by this Task Order, the cost of travel, food, lodging, etc. for other participants or attendees shall not be an allowable cost under this contract.

The cost of beverages, food, refreshments, etc. consumed by the participants or attendees shall not be an allowable charge under this contract.

Registration fees must be approved prior to attendance by the Contracting Officer. (If approved, fees collected must be accounted for and turned over to the EPA Finance Office. They may not be used to offset any of the cost for performing the contract.) For this Task Order, no registration fees are approved.

Deliverables:

The contractor shall submit to the CO, PO, and TOPO SOPs for accomplishing the activities under this task with the TO Work Plan for EPA approval. For all data review tasks, the contractor shall prepare and submit to the TOPO a report, detailing results of the data review.

When revisions or corrections are required, the TOPO will return the data package to the contractor with written instructions indicating the necessary revisions/corrections. The contractor shall make the necessary revisions/corrections and re-submit the data package to the TOPO.

The contractor will provide copies of chain-of-custody documentation and shipping information and reports for PE Samples. Other deliverables will be listed in the TDF.

The contractor shall submit to the PO and/or TOPO, for each designated data package, a report of differences and problems in performing the data validation for the evaluation of new or revised functional guidelines, in accordance with schedules specified in TDFs. Original documents shall accompany all revisions.

The contractor shall submit to the PO and/or TOPO, within schedules specified in the TDF, all CADRE User Reports prepared during evaluation of the CADRE software and an overall report of the software evaluation. All computer reports generated during evaluation of the software shall be identified and shall accompany this report. The contractor shall send copies of all CADRE User Reports, as they are prepared, directly to CADRE User Support.

The contractor shall submit to the PO and/or TOPO revised documents in accordance with schedules specified in TDFs. Original documents shall accompany all revisions.

The contractor shall provide R4LIMS data entry support for completed data packages in a timely manner as specified in the TDFs.

Attachment 1 Data Review

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Page 6 of 6

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PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV 10-83 *Presented by 1884 FAR (48 CFR) 52.243

Contract: 68-W-01-009, Task Order: 0001, Mod: 0004

Summary Information

Title:

Superfund Analytical Support

Period of Performance:

From: 02/01/01 01/31/02 To:

Award Date:

02/01/01

Total Funding:

\$1,146,172.00

Accounting/Appropriation Data

The following item(s) have been added:

POP	DCN	BFYS	Appr.#		Program Element	Site/ Project	Cost Org	Obj Clss	Amount (/ =
Base	DT2021	02	T	4ADOP	50102D	04WQLA00	C009	2505	(\$200,000.00)	

Funding Breakout

Acct.Info	Funding Category	Amount	Redacted Example 4 CDI
FY2001 - F0R007	[M] Estimated Cost [M] Fixed Fee		Exemption 4, CBI
	Total:	\$352,275.00	
FY2001 - F0R051	[M] Estimated Cost [M] Fixed Fee		•
	Total:	\$352,275.00	
FY2001 - F0R086	[M] Estimated Cost [M] Fixed Fee		
	Total:	\$301,950.00	
FY2002 - DT2021	[M] Estimated Cost [M] Fixed Fee		
	Total:	\$139,672.00	

[M] - Modified

[A] - Added

TO Totals

The following item(s) have been modified:

Category	POP	From	Ву	То
Estimated Cost	Base Pd.	Redacted		
Fixed Fee	Base Pd.	Exemption 4, CBI	,	

TO Classification

The following changes have occurred:

The Task Order Ceiling has changed from \$1,346,172.00 to \$1,146,172.00.

AMENDMENT OF SOLICITA	NTION/MODIFICATION	OI OOMINAOI		
. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE 01/09/02	PR-R	uisition/purchase req. no. 4-02-10065	5. PROJECT NO. (# applicable)
	CODE	7. ADM	IINISTERED BY (# other than item 6) CO	DDE
J.S. EPA Region 4 PROCUREMENT SECTION, 14th in Forsyth St, SW Atlanta, GA 30303	Floor, SNAFC			
			(Z) 9A. AMENDMEN	T OF SOLICITATION NO.
NAME AND ADDRESS OF CONTRACTOR (No.	, street, county, State and ZIP Code		(/) 9A. AMENDMEN	`
NTEGRATED LABORATORY YSTEM .O. BOX 13501			9B. DATED (SEE ITEM	111)
Research Triangle Park (Industri	al		/ 10A MODIFICATION	OF CONTRACT/ORDER
rea), NC 27709	a.		NO.	
, tea), NO 21105			68-W-01-009	
			10B. DATED (SEE ITE 02/01/01	M 13)
ODE FACILITY CODE				
[] The above numbered solicitation is amende	11. THIS ITEM ONLY A	PPLIES TO AMENDMEN	TS OF SOLICITATIONS	
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FAR (48 CFR) 52.243

Contract: 68-W-01-009, Task Order: 0001, Mod: 0003 Lead PR Number: PR-R4-02-10065

Summary Information

Title:

Superfund Analytical Support

Period of Performance:

From: 02/01/01

To:

01/31/02

Award Date:

02/01/01

Total Funding:

\$1,346,172.00

Accounting/Appropriation Data

The following item(s) have been added:

Total:

•								*	-
				Program	Site/	Cost	Obj		/
DCN	BFYS	Appr.#	Org	Element	Project	Org	Clss	Amount	С
DT2021	02	т	4AD0P	50102D	04WOLA00	C009	2505	\$339,672.00	P

Funding Breakout

Acct.Info	Funding Category	Amount	
FY2001 - F0R007	Estimated Cost Fixed Fee		Redacted Exemption 4, CBI
	Total:	\$352,275.00	· · · · · · · · · · · · · · · · · · ·
FY2001 - F0R051	Estimated Cost Fixed Fee		
	Total:	\$352,275.00	
FY2001 - F0R086	Estimated Cost Fixed Fee		
	Total:	\$301,950.00	
FY2002 - DT2021	Estimated Cost Fixed Fee		•

[M] - Modified

[A] - Added

Page: 2

\$339,672.00

	Organized by UCF section hea	dings, including solicitation	/contract subject	matter where fe	ssible.)	
X] is not, [] is required to sign this	document and return	copi	es to the issu	ing office.	
of modification and au	thority)					
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nting/Approj 13. T	oriation Data, in	ONLY TO MODIFIC	CATIONS O	F CONTRA	CTS/ORDERS,	<u> </u>
nd returning or telegram which ACE DESIGNATE! by virtue of this a tter makes referen	copies of the ameni- includes a reference to D FOR THE RECEIPT OF imendment you desire to ce to the solicitation an	diment; (b) By acknow the solicitation and a FOFFERS PRIOR TO to change an offer aire d this amendment, an	leaging receipmendment nut THE HOUR AN ady submitted d is received (or this ame imbers. FAILL ID DATE SPE I, such chang prior to the op	IRE OF YOUR ACKNOW! CIFIED MAY RESULT IN may be made by telegi	EDG-
ion is amended as	set forth in Item 14. Th	e hour and date spec	ified for recei	pt of Offers	[] is extended, [] is no	ot extended.
					02/01/01	
					68-W-01-009 TO	
(Industrial				-	1	CONTRACT/ORDER
TORY					9B. DATED (SEE (TEM 11)	
RACTOR (No., stree	t, county, State and ZIP Code)			(√)	9A. AMENDMENT OF SC	DLICITATION NO.
ON, 14th Flo	oor, SNAFC				• . •	
CODE					other than item 6) CODE	
	3. EFFECTIVE DATE		4. REQUIS		IASE REQ. NO.	5. PROJECT NO. (# applicable)
	CODE ON, 14th Flo CRACTOR (No., stress TORY (Industrial Indion is amended as a stress of this amendent and returning or telegram which acce Designated by virtue of this a ter makes referent atton DATA (if required) 13. T DER IS ISSUED PU. IN ITEM 10A BERED CONTRACT DEST FORTH IN ITE	ON, 14th Floor, SNAFC ON, 14th Floor, SNAFC CRACTOR (No., street, county, State and ZIP Code) TORY (Industrial 11. THIS ITEM ONLY tion is amended as set forth in Item 14. The state of the amend or telegram which includes a reference to ACE DESIGNATED FOR THE RECEIPT OF the virtue of this amendment you desire the makes reference to the solicitation and attion DATA (If required) ATION DATA (If required) THIS ITEM APPLIES IT MODIFIES THE CODER IS ISSUED PURSUANT TO: (Specify aux.). IN ITEM 10A DERED CONTRACT/ORDER IS MODIFIED TO SET FORTH IN ITEM 14, PURSUANT TO: TAL AGREEMENT IS ENTERED INTO PUR of modification and authority) (X) Is not, [] Is required to sign this following the section has a section of the section has a section of the section has a section of the section has a section of the section has a section and suthority)	ON, 14th Floor, SNAFC TRACTOR (No., street, county, State and ZIP Code) TORY (Industrial 11. THIS ITEM ONLY APPLIES TO AME tion is amended as set forth in Item 14. The hour and date spec It this amendment prior to the hour and date specified in the soli or returning copies of the amendment; (b) By acknow a ACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO 17 by virtue of this amendment you desire to change an offer aire ter makes reference to the solicitation and this amendment, and ATION DATA (If required) 13. THIS ITEM APPLIES ONLY TO MODIFIC IT MODIFIES THE CONTRACT/ORDER DER IS ISSUED PURSUANT TO: (Specify suthority) THE CHANGES D. IN ITEM 10A SERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADI O SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF F TAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORIT of modification and authority) X is not, [] is required to sign this document and return	ON, 14th Floor, SNAFC TRACTOR (No., street, county, State and ZIP Code) TORY (Industrial 11. THIS ITEM ONLY APPLIES TO AMENDMENTS It has amended as set forth in Item 14. The hour and date specified for receil of the samendment prior to the hour and date specified in the solicitation or as not returning copies of the amendment; (b) By acknowledging receip or telegram which includes a reference to the solicitation and amendment and by virtue of this amendment you desire to change an offer already submittee the state of the solicitation and this amendment, and is received in the solicitation and this amendment, and is received in the solicitation and this amendment, and is received in the solicitation and this amendment, and is received in the solicitation and this amendment, and is received in the solicitation and this amendment, and is received in the solicitation and this amendment, and is received in the solicitation and this amendment, and is received in the solicitation and this amendment on Page 13. This ITEM APPLIES ONLY TO MODIFICATIONS ONLY TO MODIFICATIONS ONLY TO MODIFICATIONS ONLY TO MODIFICATIONS ONLY TO MODIFICATIONS ONLY TO MODIFICATIONS ONLY TO MODIFICATIONS ONLY TO MODIFICATIONS ONLY TO MODIFICATIONS ONLY TO MODIFICATIONS ONLY TO MODIFICATION OF SOLICITATION OF SO	ON, 14th Floor, SNAFC TRACTOR (No., street, county, State and 2IP Code) TORY (Industrial 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICI ion is amended as set forth in item 14. The hour and date specified for receipt of Offers If this amendment prior to the hour and date specified in the solicitation or as amended, by a returning copies of the amendment; (b) By acknowledging receipt of this amend returning copies of the amendment; (b) By acknowledging receipt of this amend returning copies of the amendment; (b) By acknowledging receipt of this amend returning this amendment numbers. FAILL ACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPEC by virtue of this amendment you desire to change an offer already submitted, such change terminate the subject of the solicitation and this amendment, and is received prior to the operation of the solicitation and this amendment, and is received prior to the operation of the solicitation and this amendment on Page 2. 13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTION DATA (it required) DER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARD IN ITEM 10A SERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (c) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b). TAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: of modification and authority) X Is not, [] Is required to sign this document and return copies to the issue (fMODIFICATION (organized by UCF section headings, including solicitation/contract subject matter where fee	SOLICITATION/MODIFICATION OF CONTRACT D. S. EFFECTIVE DATE 07/11/01

Contract: 68-W-01-009, Task Order: 0001, Mod: 0002

Lead PR Number: PR-R4-01-10482

CBI

Summary Information

Title:

Superfund Analytical Support

Period of Performance:

From: 02/01/01

To:

01/31/02

Award Date:

02/01/01

Total Funding:

\$1,006,500.00

Accounting/Appropriation Data

The following item(s) have been added:

										ъ.
•				Program	Site/	Cost	Obj		•	/
DCN	BFYS	Appr.#	Org	_	Project	-	Clss	Amount		C
F0R086	01	т	72F00LA	50102D	HQ00LA00		2505		\$301,950.00	P

Funding Breakout

Acct.Info	Funding Category	Amount	Kedacted
FY2001 - F0R007	Estimated Cost Fixed Fee		Exemption 4,
	Total:	\$352,275.00	
FY2001 - F0R051	Estimated Cost Fixed Fee		
	Total:	\$352,275.00	
FY2001 - F0R086	Estimated Cost Fixed Fee		
	Total:	\$301,950.00	

[M] - Modified

[A] - Added

AMENDMENT OF SOLICI	TATION/MODIFICATION O	F CONTRACT	1. CONTRA	CT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE 05/08/01	4. REQUIS	SITION/PURCH 01-10432	ASE REQ. NO.	5. PROJECT NO. (il applicable)
B. ISSUED BY	CODE	7. ADMIN	STERED BY (#	other than item 6, CODE	
U.S. EPA Region 4 PROCUREMENT SECTION, 14 61 Forsyth St, SW Atlanta, GA 30303	th Floor, SNAFC			•	
B. NAME AND ADDRESS OF CONTRACTOR	No., street, county, State and ZIP Code)		(✔)	9A. AMENDMENT OF SC	DLICITATION NO.
INTEGRATED LABORATORY SYSTEM	·			9B. DATED (SEE ITEM 11)	
P.O. BOX 13501	.A!I			10A. MODIFICATION OF	CONTRACT/ORDER
Research Triangle Park (Indus	triai		. ′	NO.	CONTRACT/ORDER
Area), NC 27709				68-W-01-009 TO	# 1
		•		10B. DATED (SEE ITEM 15 02/01/01)
CODE FACILITY CODE					
[] The above numbered solicitation is ame	11. THIS ITEM ONLY APPL	IES TO AMENDMENTS	OF SOLICI	ATIONS	
TRACT ORDER NO. IN ITEM	A (ff required) Appropriation Data, in the a 13. THIS ITEM APPLIES ONLY IT MODIFIES THE CONTRACT SUED PURSUANT TO: (Specify authority) TH 10A	attachment on Pag TO MODIFICATIONS O CT/ORDER NO. AS DE HE CHANGES SET FORTH	Je 2. F CONTRAC SCRIBED IN IN ITEM 14 AR	TS/ORDERS, ITEM 14. E MADE IN THE CON-	
X appropriation date, etc.) SET FOR	NTRACT/ORDER IS MODIFIED TO REFL ITH IN ITEM 14, PURSUANT TO THE AUT	THORITY OF FAR 43.103(b)	CHANGES (#	uch as changes in paying offic	•,
c. THIS SUPPLEMENTAL AGRE	EMENT IS ENTERED INTO PURSUANT	TO AUTHORITY OF:			·
D. OTHER (Speally type of modificat	on and authority)			· · · · · · · · · · · · · · · · · · ·	
E. IMPORTANT: Contractor [X] is not,	[] is required to sign this docume	ent and returncopi	es to the issui	ng office.	
14. DESCRIPTION OF AMENDMENT/MODIFIC Incremental funding for Super		duding soliditation/contract subject	st matter where fe	asible.)	
Except as provided herein, all terms and conc and effect.	litions of the document referenced in Ite	em 9A or 10A, as heretofore	changed, rem	ains unchanged and in f	uil force
ISA. NAME AND TITLE OF SIGNER (Type-or)	wind)			EOF CONTRACTING OF	RCER (Type or print)
			. JAMISO		16C. DATE SIGNED
15B. CONTRACTOR/OFFEROR	150 0	DATE SIGNED 16B. UI	WIND STATES	of AMERICA Tumbon	5-8-702
(Signature of person authorized to sign)			(Maneture of C	Contracting Officer)	1000
NSN 7540-01-152-0070 PREVIOUS EDITION UNUSABLE		20-196	. ('STANDARD FORM 20 (REV 19-83) Prescribed by GSA FAR (48 CFR) 52.243

Contract: 68-W-01-009, Task Order: 00001, Mod: 0001 Lead PR Number: PR-R4-01-10432

Summary Information

Title:

Superfund Analytical Support

Period of Performance:

From: 02/01/01 To:

01/31/02

Award Date:

02/01/01

Total Funding:

\$704,550.00

Accounting/Appropriation Data

The following item(s) have been added:

DCN	BFYS	Appr.#		Program Element	Site/ Project	Cost Org	Obj Clss	Amount	/ C
F0R051	01	т	72F	50102D	HQ00BM00		2505	\$352,275.00	P

Funding Breakout

Acct.Info	Funding Category	Amount	Kedacted
FY2001 - F0R007	Estimated Cost Fixed Fee		Exemption 4, CBI
	Total:	\$352,275.00	
FY2001 - F0R051	Estimated Cost Fixed Fee		
	Total:	\$352,275.00	

[M] - Modified

[A] - Added

Procurement Management Roles

The following item(s) have been added:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: FRANK R. ALLEN COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8808

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: ALAN G. AUWARTER COLLEGE STATION RD

Contract: 68-W-01-009, Task Order: 00001, Mod: 0001

Lead PR Number: PR-R4-01-10432

ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8740

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: DEBORAH A. COLQUITT

COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8804

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: JOHN S. HALL COLLEGE STATION RD ATHENS, GA B0613

Mail Code:

Phone Number: 706-355-8615

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: LINDA P. KIDD COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8731

Fax Number:

E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: ARCHIE L. LEE COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8623

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: DENNIS G. REVELL

Contract: 68-W-01-009, Task Order:00001, Mod: 0001

Lead PR Number: PR-R4-01-10432

COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: 706-355-8807

Fax Number: E-Mail Address:

ALTERNATE TASK ORDER PROJECT OFFICER:

U.S. E.P.A.

Attn: HERBERT L. REVELLS

COLLEGE STATION RD ATHENS, GA 30613

Mail Code:

Phone Number: (706) 355-8840

Fax Number: E-Mail Address:

Subcontractor Consent

The following item(s) have been added:

Name	Туре	Amount
MANTECH ENVIR.	Cost-Plus-Fixed-Fee	\$187,921.00

IMPORTANT: Mark all packages and pagers with contract and/or order numbers. IMPORTANT: Mark all packages and pagers with contract and/or order numbers. IMPORTANT: Mark all packages and pagers with contract and/or order numbers. IMPORTANT: Mark all packages and pagers with contract and order and pagers and address. IMPORTANT: Mark all packages and pagers with contract and pagers and address. IMPORTANT: Mark all packages and pagers and address. IMPORTANT: Mark all packages and pagers and address. IMPORTANT: Mark all packages and pagers and address. IMPORTANT: Mark all packages and pagers and address. IMPORTANT: Mark all packages and pagers and address. IMPORTANT: Mark all packages and pagers and address. IMPORTANT: Mark all packages and pagers and address. IMPORTANT: Mark all packages and pagers and address. IMPORTANT: Mark all packages and pagers and address. IMPORTANT: Mark all packages and pagers and address. IMPORTANT: Mark all packages and pagers and address. IMPORTANT: Mark all packages and pagers and address. IMPORTANT: Mark all packages and pagers and address. IMPORTANT: Mark all packages and pagers and address. IMPORTANT: Mark all packages and pagers and address. IMPORTANT: Mark all packages and pagers and address. IMPORTANT: Mark all packages and pagers and address. IMPORTANT: Mark all pagers and address. IMPORTANT: Mark all pages and pagers and address. IMPORTANT: Mark all pages and pagers and address. IMPORTANT: Mark all pages and pagers and address. IMPORTANT: Mark all pages and pagers and address. IMPORTANT: Mark all pages and pagers and address. IMPORTANT: Mark all pages and pagers and address. IMPORTANT: Mark all pages and pagers and address. IMPORTANT: Mark all pages and pagers and address. IMPORTANT: Mark all pages and pagers and address. IMPORTANT: Mark all pages and pagers and address. IMPORTANT: Mark all pages and pagers and address. IMPORTANT: Mark all pages and address. IMPORTANT: Mark all pagers and address. IMPORTAN		ORDER FOR SUPPL	IES OR SE	RVICES	5			PAGE OF	7	PAGES
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FIGUREMENT Section 14th Floor Atlanta Federal Center of Foreign Station Road ATHENS, GA 30003 SHIP VIA. T.TO: CONTRACTOR (Name, actions and ZIP Code) INTEGRATED LABORATORY SYSTEMS, INC. P. O. BOX 19501 Research Triangle Park, NC 27709 INC. P. O. BOX 19501 E. ACCOUNTING AND APPROPRIATION DATA See Attached INC. See Attached INC. P. O. BOX 19501 INC. P. O. BOX 19501 INC. REQUISITIONING OFFICE Account in the laboration of the laboration or contained on the laboration of the laboration o	5. ISSUING OFFI	ICE (Address correspondence to)				end addre	ss, ZIP Code)			
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January 26, 2001 (11:23AM)

Statement of Work Task Order No. 001 Superfund Analytical Support Period of Performance 2/1/2001 - 1/31/2002

PURPOSE

The purpose of this Task Order (TO) is to provide Superfund analytical support to the EPA Region 4 Science Ecosystem Support Division (SESD). The contractor shall perform and provide field/laboratory support services to the EPA Region 4 or other government entities under the provisions of the contract Statement of Work (SOW) Task Area I, Analytical Support and Task Area III: Analytical Logistical Support. See Attachment 1 Estimated Number of Samples and Analysis for Region 4's expected number of requests for each Task listed below.

STATEMENT OF WORK:

The contractor shall provide analytical chemistry, biological, field sampling and analytical support to EPA at the Agency's regional laboratory facilities and at specified field locations using mobile laboratory(ies) and/or field based analytical methods.

The contractor shall comply with all SESD SHEMP health and safety, environmental, waste handling and other applicable SESD work rules while conducting on-site or off-site functions. The contractor shall also follow Good Automated Laboratory Practices for all analytical work required by this TO. Upon issuance of this TO, the Task Order Project Officer (TOPO) will provide the contractor with applicable requirements. The contractor shall become familiar with all applicable standard operating procedures (SOPs) referenced in and accompanying the TO.

The contractor shall notify the TOPO immediately if it encounters any equipment failure that cannot be readily remedied by the contractor or technical problems that may impact the quality or on-time delivery of deliverables, or if any required equipment or supplies are unavailable to accomplish required work under this TO.

Task 1: Task Order Management:

The contractor shall track the status of tasks, labor hours and costs for each task under this TO in accordance with the contract Attachment 2, Reports of Work Page 2-1 of 5 and a SOP to be submitted by the contractor for EPA approval. Program management costs shall be broken out from other costs in the financial report. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with weekly reports of the above-referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a Technical Direction Form (TDF).

The contractor shall track the status of tasks, labor hours and costs for each task under this TO, including each site-specific project, in accordance with an SOP to be submitted by the contractor for EPA approval. The contractor shall provide the Project Officer (PO) and Task Order Project Officer (TOPO) with weekly reports of the above-referenced data. The initial report shall be in a format proposed by the contractor. EPA will review the initial report and specify changes for subsequent reports through the issuance of a

Technical Direction Form (TDF).

Team management shall meet with the PO, TOPO, and other designated EPA representatives on a weekly basis or as needed, at agreed-upon times, to update EPA on the status of tasks and schedules for their completion and to address relevant administrative and technical issues.

The contractor shall submit all deliverables required under this TO through a transmittal slip and cover letter identifying each document submitted. The contractor shall also maintain a hard copy and computer file of each deliverable submitted under this TO.

The contractor shall peer review all deliverables prior to submission to EPA. The peer reviewer shall not have been significantly involved in the direct preparation of the deliverable being reviewed. The review shall assure that each deliverable is accurate and complete, technically sound, and free of clerical errors. A copy of the appropriate Internal Review Form(s), completed in accordance with the contractor's Quality Management Plan, shall be provided to the PO and TOPO with each deliverable. If such a review cannot be performed on any deliverable, the contractor shall contact the PO and TOPO prior to submission of the deliverable.

The contractor shall immediately notify the PO and TOPO as soon as it appears that schedules for the completion of any task may not be met. This notification shall be submitted via e-mail on a form developed by the contractor and approved by the PO. The contractor shall also notify the PO immediately upon learning of anything that may affect performance under this TO.

The contractor shall implement its quality assurance program in accordance with its EPA approved Quality Management Plan (QMP) that meets specifications in EPA QA/R2. The contractor shall prepare a Quality Assurance Project Plan (QAPP) according to the requirements outlined in EPA QA-R5 for activities under this TO involving environmental measurements within the time frames specified in the approved Work Plan for this TO. The contractor shall revise its QMP and QAPP in accordance with task requirements or as required by EPA through the issuance of a TDF.

The contractor shall implement a health and safety program in accordance with its Health and Safety Plan and all applicable Federal, state, and local laws and regulations and EPA facility work rules. The contractor shall revise its Health and Safety Plan as needed to assure that all requirements specified above are addressed.

<u>Deliverables:</u> The contractor shall submit to the Contracting Officer (CO), PO, and TOPO an SOP for tracking activities under this task with the TO Work Plan for EPA approval.

The contractor shall submit to the PO and TOPO weekly reports of the status of tasks and costs under this TO.

The contractor shall submit to the PO and TOPO a QMP and QAPP, covering applicable activities under this TO within the time frames specified in the approved in the Work Plan for this TO. The contractor shall submit to the PO and TOPO any revisions to its QMP and QAPP, in accordance with task requirements and TDFs issued by EPA.

The contractor shall submit to the PO and TOPO a Health and Safety Plan within the time frame specified

in the approved Work Plan for this TO.

Task 2: Environmental Sample Analysis:

The contractor shall prepare and/or analyze environmental samples consisting of a variety of media for chemical contaminants including, but not limited to, pesticides/PCBs, volatiles and semivolatile organic compounds; cyanide, metals, nutrients and other inorganic analytes.

Attachment One is an estimate of the number of samples and analytes that will require preparation and/or analysis for Superfund and Non-superfund Programs. For this TO the contractor shall provide the work plan, costs, etc. for the SARA estimates only.

The TOPO shall assign the analysis of each batch of samples covering a specific project and other analytical support activities through the issuance of a TDF. The TDF will specify the number and identity of samples requiring analysis, the analytical methodologies to be used and a schedule for analysis and submission of deliverables.

The Contractor shall perform the following activities in accordance with the U.S. EPA, Region IV Environmental Investigations Branch Standard Operating Procedures and Quality Assurance Manual, dated January 1997, (http://www.epa.gov/region4/sesd/eisopqam/eisopqam.html) the U.S. EPA, Region IV Analytical Support Branch Operations and Quality Control Manual, dated August 2000, (http://www.epa.gov/region4/sesd/asbsop/asbsop/asbsop.html), or any and all revisions of the guidance, and other guidance documents stated in this TO. The guidelines above are available through the Internet at the following address: http://www.epa.gov/region4/sesd/sesdpub_guidance.html.

The contractor shall perform all extractions, analyses and data reductions of assigned samples in conformance with specified SOPs and TDF requirements. During all analytical steps, the contractor shall comply with all quality assurance requirements, including the maintenance of quality control measurements, as specified in the applicable SOPs. The contractor shall also prepare all analytical standards required for the sample analysis.

The contractor shall maintain logbooks and worksheets in accordance with good laboratory practices and complete all documents and recordings as required by the analytical SOP. The contractor shall archive sample extracts in the designated areas, upon completion of the analysis of each batch of samples, and archive the data on electronic media, when required by storage capacity, in accordance with the appropriate SOPs.

The contractor shall track the progress of completion of each analytical project by updating the QA/QC status of the samples in the Region 4 Laboratory Information Management System (R4LIMS) to track sample preparation (number of samples), analysis and data reduction and submission of deliverables.

The contractor shall perform other analytical support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of laboratory equipment. These activities include the analysis of performance evaluation and other QA-related samples; the evaluation of instrumentation, software, and methodologies; the review, preparation or revision of analytical SOPs; and other analytical-related support tasks.

<u>Deliverables:</u> The contractor shall submit to the TOPO reports pertaining to the analysis of samples, as referenced in SOPs of this TO, and reports of other analytical support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each report to the TOPO or as designated in the TDF.

Task 3: Biological Support:

The contractor shall perform the following biological activities listed in **B. Biological Support:** of the contract SOW in accordance with the U.S. EPA Region IV Ecological Support Branch Standard Operating Procedure Manual, January 2000, and Region IV Standard Operating Procedures for Toxicity Testing Hazardous Waste Assessments, May 1992.

The contractor shall provide acute and chronic toxicity tests with Ceriodaphnia, fathead minnows, lettuce, earth worms, amphipods, algal, Microtox, and/or other organisms on samples collected at Superfund or other sites. Perform activities necessary for the culturing and maintenance of biological test organisms to assure an adequate, viable supply of the organisms for biological/microbiological testing at the EPA regional laboratories. The contractor shall obtain new test organisms in order to maintain existing laboratory cultures. Perform culturing activities in accordance with established, approved or regulated methodologies and laboratory SOPs specified in the TO or through TDFs. Collect bioassay samples and/or organisms at specified sites. Perform on-site toxicity testing, algal growth potential and other bioassessment procedures, or endangered species assessments.

The contractor will be tasked to develop documents that include screening assessments, problem formulation sampling and analysis plans and quality assurance project plans and risk characterizations for ecological risk assessment.

The contractor will be required to collect biological samples such as mussels, crabs, fish, reptiles and amphibians at Superfund sites. This would also include sample processing such as tissue homogenization and sample shipping.

The contractor will provide analysis of soils/sediments for particle size analysis, total organic and inorganic matter, total organic carbon and other physical/chemical parameters.

The contractor shall perform other analytical/biological support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of laboratory equipment.

The contractor shall develop and implement a site work plan detailing required field activities, including sample collection and testing, test organism identification and examination, sample preparation and packaging, chain-of custody requirements, and decontamination procedures per the TO or as issued in the TDF.

The contractor shall perform QA/QC analysis with all the above mentions analytical and field tasks.

Deliverables:

The contractor shall submit to the TOPO reports pertaining to the analysis of samples, as referenced in

SOPs of this TO, and reports of other biological support activities, in accordance with the requirements specified in TDFs. The contractor shall submit the appropriate data and the cover letters for each report to the TOPO or as designated in the TDF. The contractor shall submit any revised SOPs with the test report.

The contractor shall perform the culturing and maintenance of biological test organisms including QC to assure an adequate, viable supply of the organisms for biological testing at the EPA regional laboratory.

The contractor shall obtain new test organisms in order to maintain existing laboratory cultures.

The contractor shall provide forms and laboratory log books for all recordings including QA/QC documentation required by the SOPs and TDFs, and daily calibration of laboratory instruments.

The contractor shall provide monthly reports and related QC for Standard Reference Toxicity Tests (chronic and acute). Raw and QC data shall be included in the reports as specified in the SOPs, TOs or TDFs.

Task 4: Field/Warehouse Support:

The contractor shall provide support as listed in C. Field Analytical Support, Field Warehouse Operations Support, and pertinent Task Area III, Analytical Logistical Support in the contract SOW. The contractor shall perform the following field activities in accordance with the U.S. EPA Region IV Environmental Investigations Standard Operating Procedure Manual, January 1997, or any and all revisions of the guidance:

- Provide decontamination/cleaning of field equipment, analytical instruments, as well as sample container preparation to meet with QA/QC checks and requirements.
- Provide field investigation vehicle loading/unloading support. Receives equipment load out requests and insures that field sampling and testing equipment is cleaned and prepared for use to meet with QA/QC requirements. Includes maintenance of batteries and battery shed.
- Maintain Field Equipment Center (FEC) in a neat and organized manner and track the inventory of supplies in a computer database for tracking consumables for field projects.
- Provide routine field and laboratory instrument/operator maintenance incidental to other assigned tasks including log in of maintenance and calibration records.
- Setup and perform QC checks to verify calibrations on new field sampling and field analytical equipment to assure that equipment is operating according to vendor specifications, assist in configuring equipment to accomplish field analytical tasks.
- Provide field and analytical support. Conduct pH, DO, turbidity, temperature, conductivity, water level measurements and similar testing and air monitoring. Collect and preserve water, soil/sediment, waste, and leachate samples for subsequent chemical analysis. The contractor shall perform other field analytical support activities necessary for the analysis of environmental samples such as preparation of reagents, standards and other related materials as well as calibration of field equipment
- Precisely locate and document sampling sites and features at hazardous waste and other sites. GPS
 coordinates are collected and provided to EPA's GIS Section for inclusion in the GIS program.
- Provide field sampling support by operating EPA drill rig equipment and other specialized

- equipment as specified in the contract SOW.
- Provide Field Analytical Screening Project (FAST) analysis support. Support will include conducting a variety of organic and inorganic chemical analyses using equipment listed in the SOW Attachments 3, 4, 5. Analytical support may be provided at both fixed and field laboratory sites.
- Provide for operation, management, and maintenance of mobile laboratories listed in the GFP.
- Develop field investigation Work Plan for all support activities and submit to EPA for review and approval as requested in the TDF.
- Process and enter analytical data and its associated location information into a GIS or EMAP environmental system, necessary to display analytical data source maps and tables. Generate source maps using ARCINFO, AUTOCAD, or other commercially available software.
- Generate and/or distribute chain-of-custody documentation, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite);
- Package and ship field samples, including document management, and return coolers.

Frequent travel within Region IV is required. The contractor will coordinate with Project Leaders for transportation to site via GO or GFP. Site visits may include documentation of field collection efforts, sampling locations, and methodologies to determine if technical comments provided in site-specific work plans are followed and incorporated into subsequent deliverables. The contractor shall prepare detailed records of all such activities. In all instances, the contractor shall identify themselves as employees of ILS/ManTech.

<u>Deliverables:</u> The contractor shall prepare and submit reports associated with the above list of tasks as per **F. Deliverables** in the contract SOW, appropriate regional TO/SOPs or as issued through the TDF. Computer reports will be provided for ordering of consumables and items consumed for field projects.

Task 5: Routine Instrument Maintenance:

The contractor shall perform routine analytical laboratory instrument set up and maintenance activities required for the analysis of samples assigned under this TO. The TOPO shall assign routine set up and maintenance of instrumentation, not completed in connection with the contractor's analysis of samples, through the issuance of a TDF, which will specify the nature of the tasks and schedule for completion.

Deliverables: The contractor shall prepare and submit a report to the PO and TOPO outlining the activities completed and difficulties encountered for tasks assigned through each TDF within five (5) days of completion.

Task 6: Technology Transfer:

The contractor shall provide information to EPA personnel for the purpose of transferring knowledge of a specific analytical or QA technique or technology obtained in performing work under the ESAT contract, and attend conferences or meetings, in accordance with Task Area V of the contract Statement of Work (SOW). The TOPO will issue TDFs to the contractor specifying the information required and the schedules for completion.

Deliverables: The contractor shall prepare and deliver to the PO and TOPO a summary of information provided under each TDF within five (5) days of completion.

Task 7: Training:

The contractor shall attend vendor-specific training in new technologies or specialty equipment/instruments and other EPA-specific training relating to the analysis of environmental samples, in accordance with Task Area V of the contract SOW. This may include training related to analytical instrumentation, field sampling technology, quality assurance, software or other related material. All training shall be performed only upon prior issuance of a TDF, specifying the nature of and schedule for training.

Task 8: Sample Custodian and File Manager:

The contractor shall perform sample custodial duties at SESD for Superfund environmental samples in accordance with the SOPs specified above. The contractor shall receive FAST environmental samples arriving at the laboratory, and upon receipt, log the samples into the R4LIMS and refrigerator/ freezer log and store the samples in the appropriate refrigerators, freezers, or shelves for air canisters. The contractor shall generate and/or distribute chain-of-custody, traffic report forms, electronic field sheets and sample tags. This may include using EPA developed sample tracking software, (e.g., Forms II Lite). Tracking, packaging, and shipping samples; and the return of coolers to the FEC will be requested.

The contractor shall perform support activities relating to the disposal of environmental samples in accordance with the Sample Disposition and Disposal SOP in the SHEMP Manual. These activities include the storage of analyzed samples in the appropriate refrigerators, tracking of samples due for disposal, obtaining reports for samples to be disposed of, filing of the sample disposal sheets after sign-off by the site project officer, and notification of designated EPA personnel that samples are ready for disposal.

<u>Deliverables:</u> The contractor shall submit to the PO and/or TOPO completed forms and document inventories, in accordance with SOP requirements.

ATTACHMENT 1
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Attachment 1 Risk Assessment

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